

1.1 Background and Context

Norwegian People's Aid (NPA) is a humanitarian and development organization rooted in the Norwegian Labour Movement. We work with development in partnership with national NGOs, with humanitarian action in protection and livelihood sector as well as with humanitarian mine action and disarmament. In Norway, we also work on rescue services and first aid, and NPA has more than 12,000 members in Norway and 2400 staff worldwide.

NPA's humanitarian assistance program in Lebanon is in partnerships with local actors. It includes food security, livelihoods, and protection, including SGBV. The target communities are Syrian refugees, Palestinian refugees and Palestinian Syrian refugees, as well as Lebanese host community.

1.2 Purpose of the Evaluation

NPA is commissioning an evaluation for its humanitarian programme funded by the Norwegian Ministry of Foreign Affairs (NMFA) during 2017-2019, to evaluate the relevancy, effectiveness, efficiency, and its impact on the lives on people affected by conflict and displacement.

A. The Program Evaluation has several objectives and can be summarized as per the below:

The evaluation should take into consideration Lebanon's overall socio-economic context in respect to all its different communities, especially host and refugee. The purpose of the evaluation is learning and to improve NPA and its partners' quality of services provided.

The evaluation is expected to focus on the process of implementation and its impact on beneficiaries and the community. It should also assess participatory approaches and program design.

The evaluation shall take into account the current best practices on humanitarian action, i.e. core humanitarian standards and particularly standards for food security and livelihoods, i.e. SPHERE standards.

The evaluation should include assessment of mainstreaming of environment, protection and gender and inclusion in program intervention.

The evaluation should also provide recommendations concerning conflict sensitivity of its approach.

1.3 Scope of Work

The evaluation should assess the following:

1. Relevancy
 - To what extent did the humanitarian programme achieve its overall objectives?
 - To what extent were the outputs and outcomes achieved?
 - To what extent were the activities relevant to the needs of the communities and beneficiaries?
2. Effectiveness
 - How effective was the project in responding to the beneficiaries' needs?

- How effective was the project in delivering desired/planned results?
 - How effective were the tools and methods used for project implementation?
 - How effective was the outreach e.g. how NPA chose its partners and how partners chose its beneficiaries?
 - How effective were the monitoring and evaluation tools used to identify impact on beneficiaries?
3. Efficiency
- Was the process efficient in achieving the planned results?
 - Was the cost incurred on the actual or expected results efficient?
 - How did the project's financial management processes and procedures affect the project implementation?
 - What are the strengths, weaknesses, opportunities and threats of the project implementation process?
4. Impact
- How did the activities impact the community or beneficiaries?
 - Was there a post-implementation effect on the beneficiaries' life situation and living conditions?
 - Did anyone benefit indirectly from those services?
5. Local capacity
- Did the partnership between NPA and local actors lead to strengthening the local actors' capacity to respond to humanitarian needs in its community?
 - Did the intervention have any negative effect?
6. Was the intervention coordinated and complimentary to other humanitarian actors?
- Did the local partner coordinate its activities with local authorities, private sector and other humanitarian NGOs?
 - Did NPA engage in coordination mechanisms?

1.4 Methodology

The consultant will propose a clear methodology which will address the questions, and achieve the identified objectives listed above.

The consultant shall develop a work-plan with clear deliverables and within the timeframe set for the assignment. The workplan should include an inception report to be discussed with NP.

The methodology shall respect ethical guidelines on research and analysis, and should include the below methods as a minimum:

- Desk study and review of all project documents between NPA and its partners
- Review of NPA anti-corruption policy and refer to it throughout the evaluation
- Interviews with NPA and partners staff
- Interviews with needed stakeholders and actors
- Focus group discussions with beneficiaries
- Key informant interviews with relevant actors
- Field visits to current/ongoing projects that are relevant

1.5 Expected Deliverables

The consultant shall submit a final evaluation report in English language and not exceed 20 pages, 1,5 line spacing, font size 12 (excluding appendix). Its submission shall be electronically in PDF and in MS-Word document, and shall include:

- Introduction
- Executive summary
- Methodology used
- Presentation of context
- Findings and analysis
- Recommendations
- Appendices

NPA should be able to access the data collected upon request, such as interviews, field visit reports, focus group reports, questionnaire.

1.6 Qualifications and Expertise

We require a brief summary of the person or team that will conduct the evaluation. The summary shall highlight any relevant experience or expertise within the field.

- Proven track record and experience in evaluation of humanitarian programs in refugee settings.
- Knowledge of the public, socio-economic and political context in Lebanon.
- Proven track record of conducting evaluations that includes concrete recommendation for program improvement
- PhD or master degree in economics, political science, social science, business administration, statistics, or any other related fields.
- Excellent English writing language skills. If the person/team does not possess Arabic skills, the consultant must address how this gap will be filled in the bid.
- Experience in evaluation of protection and livelihood sector is an advantage.

1.7 Contract Period

Dates	Action
10 March 2020	Deadline of submission of proposals
11-13 March 2020	Screening of proposals, shortlisting
17-20 March 2020	Interviews with shortlisted consultants
31 March 2020	Agreement signature
1 April 2020 – 31 May 2020	Implementation of evaluation
20-24 April 2020	Presentation of inception report
20 May 2020	Submission of draft report
25 May 2020	Feedback on draft report
31 May 2020	Submission of final evaluation report

1.8 Budget

Max USD 9,000. Please note that this amount must cover any taxes that may apply. Please also note that price is in the selection criteria.

1.9 Application Procedure

This tender is published publicly and open to all interested candidates, including research institutions and independent researchers.

Given the time limitations, brief proposals with a corresponding budget as well as the CVs will be accepted. They should be sent to HRtempL@npaid.org and nagsou714@npaid.org.

The tender will be evaluated and selected based on the following criteria:

The Qualifications of the Research Team/Researcher	30 %
The Quality of the Proposal <ul style="list-style-type: none">- Understanding of the Research Question (10 %)- Analytical Approach (10 %)- Research Methodology (15 %)- Implementation Plan (15 %)	50 %
The Price	20 %
Total	100 %