

Terms of Reference

The Lebanon Family Planning Association for Development & Family Empowerment (LFPADE) seeks to recruit a consultant to conduct a Final Evaluation for its project “Enhanced Socio-Economic Status of Women in South Lebanon” implemented within the framework of Afkar 3 program funded by the European Union and managed the Office of the Minister of State for Administrative Reform. The assessment should be completed by 25 November 2018

1. Background

1.1. Organization Overview

The Lebanon Family Planning Association for Development & Family Empowerment is a non-profit, non-governmental organization working to strengthen and promote development in all its scopes and exerting special efforts to narrow the gap caused by the limited contribution of the Youth and Women in the development process especially in local communities, and to Cooperation with public administrations and municipalities in order to enhance efforts to keep up with visions emerging in the areas of population and development

1.2. Project Overview

The LFPADE is currently implementing the project entitled “Enhanced Socio- Economic Status of Women in South Lebanon” within the framework of Afkar 3 program funded by the European Union and managed the Office of the Minister of State for Administrative Reform. Since the impact of the efforts of women working from home or working at home is still not accounted for within the National economic force. The project is aiming to achieve several interlinked and interweaved objectives of which the first one is to promote the work of women from home as part of the work force, so it becomes a profession and not a hobby contributing to achievement of the overall objective.

The specific objectives that the project will try to achieve are:

1. Enhanced capacity building of 180 women entrepreneurs in South Lebanon by end of project.
2. Strengthened the institutional capacity of Kawkaba & Hasbaya Women Cooperatives

1.3. Project Activities:

1.1: identification of targeted women

1.2: Assessment of Kawkaba and Hasbaya women cooperative to determine strengths, weaknesses, needs"

1.3 Equip both cooperatives in Kawkaba and Hasbaya with a modern kitchen including all material needed for high quality products.

2.2- Exchange visit to Italy

3.1 Capacity building programme of targeted women as entrepreneur

3.2- Building managerial capacity of Kawkaba & Hasbaya Cooperative members

4.1. Training of women on HACCAP and obtaining certification

5.1- Identification of marketing strategies

5.2- Contracts, MOUs & partnership with distributors have been signed in order to sell the products in a more efficient way

5.3- The products of targeted women and cooperatives are sold through an e-commerce website

5.4- The women have participated in the seasonal exhibitions that take place in the different regions

5.5- Products are sold through identifies shops & outlets, seasonal fairs and online through website

2. The Final Evaluation

The evaluation methodology should be determined based on the expertise of the evaluators. However, focus group discussions, surveys, case studies held with the women participants are encouraged. Project stakeholders will be ready to participate in the evaluation process in any needed capacity

Criteria to be evaluated according to the DAC List: i.e. relevance, effectiveness, efficiency, impact, sustainability

2.1 Indicators

- % increase of targeted women in targeted regions with sustainable income
- % increase of targeted women participation at the community level
- increase in membership of Kawkaba & Hasbaya Cooperatives
- increase in capacity of Kawkaba & Hasbaya Cooperatives
- # of coalitions or agreements created between targeted cooperatives and other organizations
- # of women who participated in practical training to standardize their production
- % increase of knowledge of participating women in training courses
- # of training courses implemented on food safety and HACCAP principles
- % increase of knowledge of women on HACCAP and food safety measures
- % increase in demand for the women products

- % increase in sales of products

2.2 Audience:

The primary audience of the Final Evaluation will be the women who were targeted in the projects. Recommendations should emerge from the study to inform current and future programming in Lebanon and in the region.

2.3 Methodology

- Review of relevant internal documents.
- The consultant will develop a work plan with clear milestone deliverables and timelines consistent with the set timeframe of the assignment.
- The consultant will propose the methodology, which can include both quantitative and qualitative data collection and analytical tools.
- The proposed methodology and work plan should be included in the proposal to be approved

3 Desired qualifications and competencies:

- Very strong knowledge of the Lebanese context and culture.
- Experience in designing and conducting assessments
- Experience working with local and/or international non-governmental organization

4 Application Submission Guideline:

- a) Detailed schedule proposal with a breakdown of the work to be executed in all phases
- b) Budget with breakdown of cost per unit inclusive
- c) CV of consultant/s
- d) Summary highlighting relevant experiences of the consultant/s

The proposal should be sent to cchami@lfpa.org.lb

