

CALL FOR CONSULTANCY SERVICES: END-OF-PROJECT EVALUATION IN SOUTH SUDAN TERMS OF REFERENCE (TOR)

7.1. PROJECT OVERVIEW

Civil Rights Defenders is seeking qualified consultants to perform an end-of-project evaluation of a recently concluded project in South Sudan. This evaluation aims to assess the impact and effectiveness of the human rights initiatives undertaken, supported by the Swedish International Development Cooperation Agency (SIDA). The successful applicant will provide valuable insights into the project's outcomes, contributing to the advancement of human rights in the region.

Project Title: Enhancing Peace and Reducing Impunity in South Sudan by Empowering Human Rights Defenders in South Sudan.

Duration of project: 48 months (October 1, 2020 – September 31, 2024).

Local Partners: 10 local human rights organizations.

Call for Proposals: Deadline September 30, 2024

7.2. BACKGROUND

Civil Rights Defenders is a global human rights organization that empowers and collaborates with human rights defenders at risk. With a wealth of experience in some of the most challenging environments, the organization is committed to fostering democratic societies where human rights are upheld. Through adaptable and timely interventions, *Civil Rights Defenders* engages with local champions of human rights, reinforcing their efforts to ensure respect for human rights.

In Africa, the organization continues this mission, partnering with local defenders to safeguard human rights. *Civil Rights Defenders'* work in South Sudan is steered by its Strategy 2020-2022, focusing on expanding the space for Human Rights Defenders (HRDs) by bolstering their security and capacity, and fostering greater awareness and accountability regarding civil and political rights. This strategy aligns with the promotion of the rule of law, and enhancement of access to justice, resonating with UN Sustainable Development Goal 16. The organization underscores the pivotal role of civil society in advancing human rights and ensuring social sustainability.

In October 2020, *Civil Rights Defenders* embarked on a three-year initiative titled "Deter Impunity and Promote Peace Through Accountability, Capacity, and Security: Supporting Human Rights Defenders in South Sudan." This project, initially set to conclude in December 2023 and extended to September 2024, is dedicated to empowering civil society organizations and HRDs in South Sudan. Its primary goal is to enhance the capacity and safety of human rights defenders to challenge impunity and foster peaceful, inclusive development. To this

end, the project provides grants and capacity-building activities to human rights organizations, which include:

- A. Enhancing financial and administrative capabilities of human rights organisations,
- B. Implementing security measures to safeguard HRDs and establish enduring security frameworks,
- C. Backing local efforts to combat impunity thorough documentation and legal endeavours, and
- D. Amplifying advocacy and networking.

Civil Rights Defenders had conducted a mid-term project evaluation in 2022 covering the implementation of the project. The current evaluation will be the final marking the end of the project.

7.3. OBJECTIVE OF THE EVALUATION

The purpose of this evaluation is to critically appraise the implementation of *Civil Rights Defenders'* project “Enhancing Peace and Reducing Impunity in South Sudan by Empowering Human Rights Defenders” in South Sudan. This project was designed to bolster the protection and capabilities of human rights defenders, promote the accountability efforts of civil society organizations, and foster peace. The assessment will determine the effectiveness and impact of the project's implementation strategies and outcomes.

7.4. SPECIFIC OBJECTIVES OF THE ASSESSMENT

This refined list aims to provide a clearer and more structured approach to evaluating the project's overall performance and the experiences of those involved.

- A. Evaluate the fulfilment of projected targets and objectives to determine the level of success achieved especially in areas of partnerships, capacity and safety.
- B. Analyse the impact of the project, noting both beneficial outcomes and unintended consequences.
- C. Identify effectiveness strategies used, and areas of strength and weakness observed during the project's execution in the challenge context of South Sudan.
- D. Capture the key experiences of local partners including important gains, ownership of the process, and obstacles they faced in connection with the project.

7.5. SCOPE OF THE ASSIGNMENT

The evaluation will assess the project's success in reaching its objectives and the outcomes produced, focusing on the following key areas:

- A. **Relevance:** The degree to which the project is aligned with the needs and priorities of the target group and key stakeholders.
- B. **Coherence:** The alignment and compatibility of the project with existing policies, programs, and initiatives.
- C. **Effectiveness:** The extent to which the project has achieved its anticipated outcomes and impacts.
- D. **Efficiency:** The judicious use of resources (time, money, etc.) to attain the desired goals.

- E. **Gender Perspective:** The project's sensitivity and responsiveness to gender considerations.
- F. **Impact:** The enduring effects of the project on human rights organizations and advocates.

7.6. METHODOLOGY

The methodology for this assessment is designed to be inclusive and collaborative, ensuring that all stakeholders have a sense of participation and ownership. It is essential that the methodology fosters a spirit of teamwork and is adaptable to facilitate a learning approach throughout the process. The assessment should adapt a mixed-methods approach that integrates both qualitative and quantitative research methods to provide a comprehensive analysis. This may encompass a thorough literature review of relevant project documentation, in-depth interviews with key informants, and a structured survey conducted across partner organizations and human rights defenders (HRDs).

7.7. EXPECTED DELIVERABLES

This section outlines the key deliverables expected from the Consultant in the course of the evaluation process. It details the requirements for the inception report, draft evaluation report, and the final report, each serving a distinct purpose in the assessment's overall framework. These documents are instrumental in ensuring a comprehensive understanding and evaluation of the project, facilitating a collaborative and transparent review process among all stakeholders involved.

7.8. INCEPTION REPORT

The Consultant shall compile an inception report which delineates their understanding of the evaluation, articulates the approach to addressing the evaluation questions as specified in the Terms of Reference (TOR), and incorporates newfound insights pertinent to conducting the assessment. This is to ensure that consultant and *Civil Rights Defenders* have a shared understanding of the evaluation. The inception report will include the evaluation matrix summarizing the evaluation design, methodology, evaluation questions, data sources and collection analysis tool. The report will include the scope of work, work plan, and time frame. The inception report should include a proposed schedule of tasks, activities, and deliverables, with clear responsibilities for each task or product. The inception report will be discussed and agreed upon with all key stakeholders.

7.9. DRAFT EVALUATION REPORT

The Consultant will prepare an End of Project Evaluation Report, cognizant of the proposed format of the report and checklist used for the assessment of valuation report and the report will be submitted to CRD for review and comments. CRD will distribute it to a select number of stakeholders for review and comments. Comments from the stakeholders will be provided within 10 working days after the reception of the Draft Report. The report will be reviewed to

ensure that the evaluation meets the required quality criteria. The report should provide options for strategy and policy as well as recommendations. The Consultant is responsible for organising a validation workshop involving key stakeholders.

7.10. THE FINAL REPORT

The final report must be submitted before December 20, 2024.

The content and the structure of the final report with findings, recommendations and lessons learnt covering the scope of the evaluation should meet the requirements and include the following:

- A. Executive summary (1-2 pages)
- B. Introduction (1 page)
- C. Description of the evaluation methodology
- D. Situational analysis about the outcome, outputs, and partnership strategy
- E. Analysis of opportunities to provide guidance for future programming
- F. Key findings, including best practices and lessons learned
- G. Conclusion and recommendations
- H. Appendices: charts, terms of reference, field visits, people interviewed, documents reviewed

7.11. SCOPE OF PRICE PROPOSAL AND SCHEDULE OF PAYMENTS

The consultant shall be paid the consultancy fee upon completion of the following milestones.

- A. 30% after adoption of the inception report
- B. 40% after presentation of the draft report
- C. 30% after the approval of the final report
- D. The consultancy fee will be paid as Lump Sum Amount (all-inclusive of expenses related to the consultancy).
- E. The contract price will be fixed regardless of changes in the cost components.

7.12. QUALIFICATIONS:

The consultant must have proven expertise and knowledge in human rights work, human rights approach, consultancy, and social research.

ELIGIBILITY CRITERIA:

Applicants must exhibit proficiency in the following domains:

- A. At least three years of experience in project evaluation, particularly in areas such as human rights and civil society, with a preference for experience in South Sudan and the east and Horn of Africa region.
- B. Technical prowess in evaluating diverse variables and actors in societal context, especially those that intersect conflict, human rights, peace building, accountability for human rights violations, and human rights defenders.

- C. Previous assessments of projects focusing on human rights, civil society, peace building, climate resilience, and community empowerment will be highly regarded.
- D. Comprehensive understanding of the challenges faced by the civil society sector in South Sudan and the wider African region.
- E. The consulting entity must be legally incorporated or have a dependable presence (connection) in South Sudan.
- F. A firm stance in support of universal human rights.

7.13. PROPOSAL SUBMISSION REQUIREMENTS:

Selection will fully be based upon the proposal submitted by the applicant. The technical proposal will be 70% and the financial proposal will have 30% weight for the overall score of the application

- A. Technical Proposal (70%):
 - Applicant Qualification with CV and applicant's profile (max. 1 page each)
 - Technical understanding of the scope of the work, conceptual framing, proposed methodology
 - Detailed timeline of activities and deliverables
- B. Financial proposal (30%)
 - The best offer made and consideration of best value for money will be used in the financial evaluation.

7.14. CALL FOR PROPOSALS: DEADLINE SEPTEMBER 30, 2024

Civil Rights Defenders invites qualified individuals and teams to submit their proposals by 12:00 PM CET on September 30, 2024. Please direct all submissions to Mesfin Bekele at mesfin.bekele@civilrightsdefenders.org.

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