

# Terms of Reference for Regional Syria Pooled Fund Meta Evaluation

November 2019

<b>Type of evaluation</b>	Meta Evaluation
<b>Name</b>	Regional Syria Pooled Fund
<b>Start and End dates</b>	1 January 2014 – 31 December 2019
<b>Locations</b>	Syria, Turkey, Iraq, Lebanon, Jordan, Egypt, Middle East and Eastern Europe Regional Office
<b>Thematic areas</b>	All and cross-cutting
<b>Budget</b>	\$ 23,982,961 total budget 95 allocations

# INTRODUCTION

The crisis in Syria has entered its eighth year and affected the entire region. Economic, political and civic turmoil affects everyone, children and adults alike. Save the Children has been responding to the crisis in Syria by providing life-saving support to affected girls and boys, adolescents, their caregivers and communities in Syria and neighbouring countries, including: Turkey, Iraq, Egypt, Lebanon and Jordan.

Since January 2014, an important funding source of Save the Children's response has been the contribution made through Appeal Funds raised by Save the Children Members from the general public. Totalling more than USD 23.9 million, these funds have facilitated the delivery of critical life-saving support across the six country responses; generated huge leverage of institutional funding and facilitate the implementation of the regional response strategy; including strategic investments in country office capacity building and critical staff costs. Save the Children Syria Response Pooled funding mechanism has allowed innovation, appropriate contingency to respond to a major escalation including for example of the fall of Aleppo city, to cover key gaps in programming etc.

At the end of September 2019, the Syria Pooled Funding mechanism will be ending and Middle East and Eastern Europe Regional Office is commissioning meta evaluation with the main objective to assess the collective results of the Syria Pooled Funding instrument for the children and communities affected by Syria crisis.

This document provides terms of reference for the evaluation, including background, intended methodology and timeframe for its implementation.

## BACKGROUND

**Syria:** As per the latest estimates cited by UNHCR (April 2019), there are currently 6.6 million people internally displaced inside Syria. The situation for civilians remains hugely volatile, with over 1.7 million people internally displaced over the course of this year to date, alongside thousands of civilians killed or injured. In addition to movements agreed through area-level reconciliation processes, the offensives have led directly to significant displacement and life-threatening living conditions for the affected communities.

**Lebanon:** The Syria crisis has had a profound humanitarian, socio-economic, and political impact on Lebanon and its people. The Government of Lebanon (GoL) estimates that the country hosts 1.5 million Syrians who have fled the conflict in Syria (including 938,531 registered as refugees with UNHCR as of April 30, 2019); 34,000 Palestinian refugees from Syria (PRS); 35,000 Lebanese returnees; and a pre-existing population of more than 174,422 Palestine refugees in Lebanon (PRL). This has placed an unprecedented strain on the country's economy, infrastructure and public services. Despite the ongoing response, the needs of affected communities are outpacing the resources and capacities of partners, and coping mechanisms of the most vulnerable are being severely tested.

**Turkey:** There are more than 3.6 million registered Syrian refugees living in Turkey, as per most recent UNHCR figures. The majority of this population are living among the host community in urban settings. Children living in non-camp settings face serious barriers to education, including insufficient family financial resources that often lead to child labor, lack of Turkish language skills, long distances between home and school, limited capacity of teachers to meet the learning needs of Syrians, lack of

school facilities and pronounced cultural differences. Since the beginning of the crisis, the GoT established camps across the border and provides basic needs for Syrian refugees. Despite the GoT's welcoming attitude and efforts to ensure access to services, such large numbers of refugees and their protracted situation have placed considerable stress on Turkey's social welfare system and on its capacity to meet health, protection and education needs.

**Jordan:** According to UNHCR, and as of March 2019, there are 671,579 registered Syrian refugees in Jordan. Around 83% reside in host communities and the remaining 17% live in formal refugee camps. Refugees living in camps (50% Males and 50% Females) struggle as they rely on depleting savings, limited job opportunities and humanitarian assistance which entails the adoption of negative coping strategies by refugees such as early marriage, child labour and withdrawal from formal schooling.

**Egypt:** According to UNHCR, as of 31 December 2018, the total number of refugees and asylum-seekers registered with UNHCR Egypt rose to 244,910. This includes 132,871 Syrian refugees, with the remainder originating from sub-Saharan Africa (41,771 from Sudan, 15,931 from Ethiopia, 15,442 from Eritrea, 14,622 from South-Sudan) besides 24,273 from other nationalities. From the total registered, 3,929 are unaccompanied and separated children. The levels of vulnerability amongst refugees continues to be influenced by the deteriorating economic conditions in Egypt, including the increases in costs of fuel during the mid of the year leading to increase in essential goods and services, including accommodation, food items and transportation costs.

## SCOPE OF EVALUATION

The main objective of this evaluation is to understand the **impact** of Syria Pooled Fund mechanism on the lives of the children and communities which were affected by Syria crisis. This will help SC International and SC members to be **accountable** to the people and communities, and generate **learning** for improved response mechanism based on what worked in case of Syria from the perspective of the results achieved. Previous review was conducted in 2016, however, unlike the current review, it mostly covered financial and managerial aspects of the pooled fund.

This is an impact summative evaluation, covering the period from 1 January 2014 to 30 September 2019, and focusing on following countries: Syria, Turkey, Iraq, Lebanon, Jordan, Egypt, as well as MEEE Regional Office. The total budget of Syria Pooled Fund, which was allocated through 95 separate allocations equals more than more than USD 23.9 million. The main audience of the evaluation include SCI country office teams, MEEE Regional Office, and SCI member offices and the countries who have contributed to the Syria Pooled Fund.

## KEY QUESTIONS

Based on the objectives highlighted above, the evaluation will focus on answering following key questions which are adopted from OECD DAC Criteria:

- **Relevance** - How important has been the relevance or the significance of the intervention regarding local and national requirements and priorities?
- **Effectiveness** – How far have the objectives of the projects / allocations being achieved? How big is the effectiveness or impact of the projects compared to the objectives planned?
- **Efficiency** - Are the objectives being achieved economically by the project? How big is the efficiency or utilization ratio of the resources used?

- **Impact** - What is the impact or effect of the Syria Pooled Fund in proportion to the overall situation of the children and communities affected by Syria Crisis?
- **Sustainability** - Are the positive effects or impacts sustainable? How is the sustainability or permanence of the intervention and its effects assessed?

In addition, the specific **gender considerations** should be applied:

- *Have the allocations incorporated different needs and accessibility of men and women?*
- *Has the project outcomes or results been equally represented both men and women? What are the gender gaps that the projects managed to tackle and what remaining aspects need to be considered further?*

The evaluation should also answer about the key questions around **child rights and child safe programming**: *Has our programmatic activity been designed, planned, implemented and monitored to ensure it is safe for children?*

This also includes following sub-questions:

- *How has the project design and implementation considered **child rights approaches**? How have the children, their needs and desires been consulted and accounted for in project design and implementation?*
- *How has the **child safety**, for girls and boys, integrated in the project design and the implementation of activities? What aspects of the project make girls and boys feel safe?*
  - o *How has the project assessed the risks for children and do these risks still exist to date?*
  - o *Have they been reduced, controlled and managed by the minimising actions?*
  - o *Are there new risks? What further measures do we need to implement to reduce, remove and control these new emerging risks?*
- *How has the project approached **accountability to children**, both girls and boys – consultations with children, information sharing, child friendly feedback and complaints mechanisms, etc?*

## EVALUATION METHODOLOGY

The evaluation methodology is proposed to be Meta Evaluation, which will be informed by extensive desk review of existing documentation and online key informant interviews.

The first stage will include the desk research of existing SCI data. The consultant will receive the list of documentation from the Syria Pooled Fund allocations, including: project reports, evaluation reports, baseline and end line surveys (whenever these are available), beneficiary data (to be vary of difficulty of availability of unique beneficiary data). The analysis will be conducted through thematic coding on main impact areas and the key questions of the evaluation. On the other hand, this will also inform the questions for key informant interviews.

The key informant interviews will be conducted with SCI country offices (4-3-5 interview per country office), regional office (5 interview), and SCI member offices (5 interviews). The key questions to be answered from there interviews include (but is not limited to): the opportunities and gaps/challenges for Syria Pooled Fund, lessons learnt, areas to improve, suggestions for future, etc.

Once the main findings and initial report is developed, the consultant will hold online validation meeting, including different stakeholders, in order to validate the findings and recommendations.

# EVALUATION MANAGEMENT

What	Who is responsible	By when
Selection of consultant/contract executed	SCI	15 Dec
Inception report	Consultant	13 Jan
Desk research	Consultant	30 Jan
Key informant interviews	Consultant	5 Feb
First draft report of evaluation	Consultant	16 Feb
Review of first draft report & Validation meeting	Consultant and SCI teams	18 Feb
Final evaluation report	Consultant	25 Feb
Evaluation Response Plan	SCI teams	29 Feb

## EXPECTED OUTCOMES

- **Evaluation Inception Report** which highlights: Objectives and key questions, Methodology, Data collection methods, logistical considerations, timeline and logistics, etc.
- **Evaluation Report:** Short 20-page document, which included main findings and recommendations. The Annex should also include thematic coding matrix. Evaluation Report main headings: Table of Contents; List of Acronyms; List of Tables; Executive Summary; Background; scope of Evaluation; Methodology; Main Findings; Conclusions and Recommendations; SCI evaluation response plan; Annexes
- **Validation meeting** with SCI teams

**Sharing evaluation findings:** The evaluation findings will be shared both to SCI and SC Member offices, as well as to communities and children through SCI existing interventions.

**Applying evaluation findings:** Once the evaluation report is finalized, SCI will prepare management response.

## EVALUATION TEAM

SCI encourages both companies and individual evaluators to apply for the consultancy service. The main requirement is to have strong proven background in qualitative data coding and analysis, including the software usage skills (such as Nvivo for example), as it will be main requirement for desk research. In addition to this, it is important to have the experience in the Middle East and specifically Syria crisis. Experience from multiple sector researches and evaluations is expected, for example, education, child protection, child poverty, etc.

### PERSON SPECIFICATION

- Proven review and report writing experience in English
- Demonstrated experience in Humanitarian programme management,
- Demonstrated ability to produce compelling, concise and high-quality evaluation communications products (reports or otherwise). Strong writing ability in English.
- Proven experience working on Save the Children thematic areas and understanding these themes in humanitarian contexts.
- Experience in the region

- *Experience of working in a fragile context and sound knowledge of security risks and measures*
- *Arabic language skills are highly desirable*

## HOW TO APPLY

Interested candidates (both individual consultants as well as organizations) should submit their interest by 17<sup>th</sup> of November to [procurement.mee@savethechildren.org](mailto:procurement.mee@savethechildren.org), 17:00 Amman time. The interested candidates shall provide:

1. *Technical Proposal, including suggested methodology, methods, timeline, and analysis plan, no more than 7 pages*
2. *Financial proposal with a breakdown to deliverables and timelines.*
3. *Organization profile with CV of lead evaluator / CV in case of individual consultant, along with the list of previous similar experiences as well as registration documents*
4. *Signed consent form of SCI policies*

PS. all **individual** consultants residing outside Jordan will be subject to 10% with-holding tax as per Jordanian Law.