

OGRA FOUNDATION



TERMS OF REFERENCE (TOR)ENDOF PROJECT EVALUATION

THE PROJECT: 'MALEZI MASHINANI'- NUTRITION IN THE GRASSROOTS

Project Start Date: 15th May 2021

Project End Date: 31st May 2023

1. Background and Context

The 'MALEZI MASHINANI'- NUTRITION IN THE GRASSROOTS, is a 24-month subcontract funded by USAID Advancing Nutrition, beginning 15th May 2021 – 31st May 2023. The project focuses on improving access and utilization of health and nutrition services for women and children, in Kakamega County, in the first 1000 days of life. The implementation includes community-based interventions to increase demand for nutrition services, interventions at primary health care facilities to improve the quality of nutrition services, and interventions to strengthen the health system and multi-sectoral coordination for nutrition.

1.1 The Project

USAID Advancing Nutrition, the Agency's flagship multi-sectoral nutrition project, led by JSI Research & Training Institute, Inc. (JSI) is partnering with OGRA Foundation in Kenya in the implementation of the *Malezi Mashinani* (Nutrition in the Grassroots) project. The project focuses on improving the health and nutrition among women and children in Kakamega County Kenya, with a focus on outcomes within the 1,000-day window from pregnancy to a child's second birthday. This will be achieved by increasing the uptake of health and nutritional services among mothers and young children, improving the availability and quality of nutritional services for mothers and young children at primary healthcare facilities as well as strengthening coordination and engagement among nutrition stakeholders in Kakamega County around county nutrition goals.

In order to realize the above aim, the project has prioritized three behavioural areas which are: attendance of at least 4 Antenatal Clinic (ANC) visits, delivery in a health facility under skilled attendance and attendance of Child Welfare Clinic services (CWCs). The identified priority behaviours were then subjected to further examination through a formative assessment (FA) in the project implementation sites (Butere and Khwisero sub-counties). The objectives of the assessment were threefold in line with the prioritized behaviours: (1) To explore the perspectives of the decision makers relating to ANC visits (timely attendance at first ANC, iron and folic acid supplementation and completing the minimum recommended number of ANC visits); (2) To understand the experiences of the decision makers on neonatal/birth services (planning and giving birth within the health facilities, the initiation of breastfeeding within 1 hour after birth as well as uptake of postnatal services) and; (3) To explore the perceptions of the decision makers on the available child health/welfare services (growth promotion and monitoring, malnutrition treatment adherence, timely immunization and attendance of well-baby visits

2. Project Result Chain/Theory of Change – Goal, outcome, output analysis

The theory of change (in figure 1 below) borrows from the ecological model showing how the anticipated impact and program interventions would lead to the desired outcomes. The theory considers needed changes at stakeholders' level, service delivery level, individual level, and households' level. The strategy shows the specific pathways for change targeting different audience groups for sustainable nutrition and health outcomes. The

assumptions in this theory are that strengthening the capacity at the community and health system level (i.e Mothers, CHVs, HCWs and TBAs), health communication for SBC and advocacy through stakeholder forums will result in opportunities to address the barriers identified in the formative assessment. The framework is refined along the overall *Malezi Mashinani* project objectives hence proposes three areas for change interventions namely: (1) community-based approach (demand and awareness creation); (2) enhancing quality of health services and; (3) strengthening multi-sectoral engagement/advocacy around the mutual goals. In the end, these changes will lead to increased care seeking and reduced malnutrition rates in the project implementation areas of Butere and Khwisero.

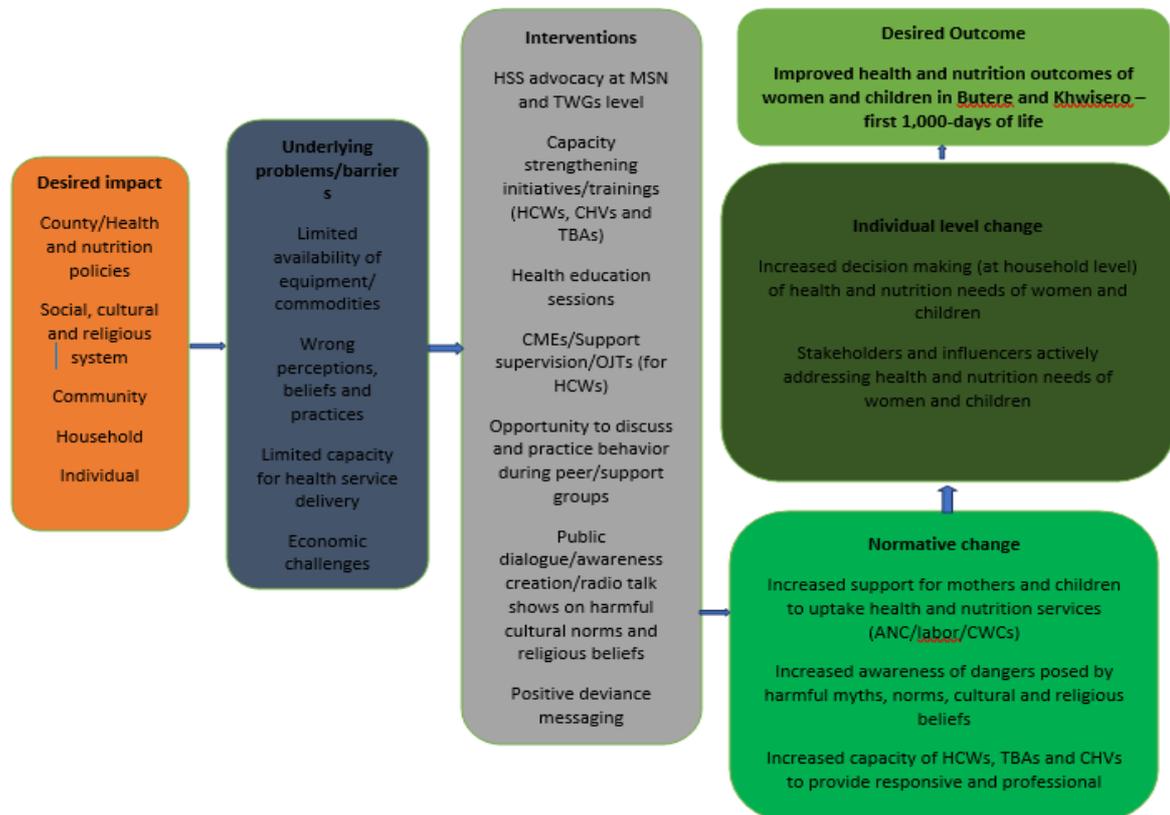


Figure 1: The *Malezi Mashinani* theory of change

2.1 Project Partners: (including implementing partners and other key stakeholders)

The project is implemented by OGRA Foundation in partnership with the County Government of Kakamega through the Kakamega County Health Management Team and the Sub-County Health Management Teams in Khwisero and Butere sub-counties. OGRA Foundation has also worked closely with other implementing partners within Kakamega County and other government agencies through Multisectoral nutrition forums.

3. The Final Evaluation

The project has been implemented for 24 months since its commencement in May 2021. This is a final project evaluation required commissioned by OGRA Foundation under the guidance of JSI – for the purposes of assessing the **effectiveness, relevance, efficiency, sustainability and impact** of the *Malezi Mashinani* Project in Kakamega County and documenting the Lessons learnt and recommendations for future implementation.

3.1 Scope

The evaluation will cover the entire project duration, from May 2012 to May 2023. Within

this period, the evaluation will assess project outcomes at all levels: including all result areas, implementation partners, beneficiaries and project stakeholders. The evaluation will in particular seek to assess the impact and relevance of the project's intervention on the improvement of access to health and nutrition services in the first 1000 days of life. Service areas of focus will include antenatal clinic, skilled delivery and immunization. The evaluation will assess the project management and activity implementation with a view to addressing the results achieved, the partnerships established, as well as issues of capacity and approach development for OGRA Foundation. The evaluation will also seek to establish best practices for future project implementation.

3.2 Objectives

The objectives of the evaluation are summarized below:

- a. To evaluate the project in terms of its effectiveness, relevance, efficiency, sustainability, and impact, with a priority on assessing the project expected results, objectives and overall goal;
- b. To identify key lessons and potential practices for learning;
- c. To identify potential areas for civil society and government collaboration in nutrition projects
- d. To assess the challenge, best practice and document the outcome for future processes.

3.3 Evaluation Questions

The evaluation will be guided by the following questions:

No	Evaluation Criteria	Mandatory Evaluation Questions
1	Effectiveness	<ol style="list-style-type: none"> 1. How appropriate were the management process in supporting delivery of project expected results? 2. To what extent did the Project's M&E mechanism contribute in meeting project results? 3. How effective were the strategies and tools used in the implementation of the project? 4. To what extent were the intended project goal, outcomes and outputs achieved and how? 5. To what extent did the project reach the targeted beneficiaries at the project goal and outcome levels? How many beneficiaries have been reached? 6. To what extent has this project generated positive (or negative) changes among the beneficiaries.

2	Relevance	<ol style="list-style-type: none"> 1. Was the project relevant to the identified needs of the target beneficiaries and the context? 2. Were the project inputs and strategy (including its assumptions and theory of change) realistic, appropriate and adequate to achieve the results 3. To what extent do achieved results (project goal, outcomes and outputs) continue to be relevant to the needs of the beneficiaries
3	Efficiency	<ol style="list-style-type: none"> 1. How far the results achieved did justified the cost incurred - were the resources effectively utilized? 2. Did project activities overlap and duplicate other similar interventions (funded nationally and /or by other donors? 3. How efficient and timely has this project been implemented and managed in accordance with the Project proposal?
4	Sustainability	<ol style="list-style-type: none"> 1. Are there any plans and or strategies to sustain the gains made in the community after the project? 2. How effective were the exit strategies, and approaches to phase out assistance provided by the project? 3. What are the key factors/areas that will require addition support/attention in order to improve prospects of sustainability of the project outcomes and the potential for replication of this approach? 4. What are the recommendations for similar support in future
5	Impact	<ol style="list-style-type: none"> 1. What are the unintended consequences as a result of the project activities? 2. Are there any significant changes in the context as a result of the project intervention?
	Learning and Replicability	<ol style="list-style-type: none"> 1. What are some of the key lesson learned at a result of this project that can be shared and replicated? 2. What are the recommendations for similar for future interventions

3.4 Evaluation Methodology

The evaluation will combine qualitative and quantitative data collection and evaluation techniques using the following methods:

- ✓ **Desk-based review:** The evaluation will review relevant project documents and content produced before and during project implementation including the project proposal, annual and quarterly work plans, project progress reports, annual project reports, public policy documents and other documents produced by or associated with the project.
- ✓ **Interviews with Project stakeholders/partners:** In addition to the desk review, the evaluation will also conduct interviews key project stakeholder using a structured methodology developed by the consultant in collaboration with OGRA Foundation.
- ✓ **Key Informant Interviews (KIIs):** A set of KIIs will also be conducted with selected relevant key informants and institutions (a list of key informants and institutions will be agreed between the evaluator and the project team).
- ✓ **Focus Group Discussions:** Data will also be collected using focus groups discussion with project beneficiaries and other project stakeholders using a pre-designed focus group discussion guide.

3.5 Evaluation Timeline

The evaluation is expected to be conducted in June 2023.

4. Evaluation Deliverables and Timeline

No	Deliverables	Description	Timeline
1	Inception Report	This must define the scope of the work with a proposed work plan and evaluation questionnaires to be submitted 5 days following the official commencement of the evaluation. The inception report should detail the evaluators' understanding of what is being evaluated and why, showing how each evaluation question will be answered by way of: proposed methods; proposed sources of data; and data collection procedures. The inception report should include a proposed schedule of tasks, activities and deliverables, designating a team member with the lead responsibility for each task or product.	5 th June 2023
2	Fieldwork	Training of enumerators, testing of tools and final validation, Data Collection & Analysis	6 – 12 th June 2023
3	Draft Evaluation Report	The evaluator(s) must submit draft report for review and comments by all parties involved after analysis of the field data.	16 th June 2023

4	Final Report	<p>This will be submitted 7- 10 days after receiving comments from the project team. The content and structure of the final analytical report with findings, recommendations and lessons learnt covering the scope of the evaluation must include the following:</p> <ul style="list-style-type: none"> • Executive summary (1-2 pages), • Introduction (1 page), • Description of the evaluation methodology (6pages), • Situational analysis with regard to the outcome, outputs, and partnership strategy (6-7 pages), • Analysis of opportunities to provide guidance for future programming (3-4 pages), • Key findings, including best practices and lessons learned (4-5 pages), • Conclusions and recommendations (4-5 pages). • Appendices: Charts, terms of reference, field visits, people interviewed, documents reviewed 	19 th June 2023
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5. Management and logistics

The Lead Consultant report to the Project Director at OGRA Foundation who will not have control over the professional work of the evaluators. OGRA Foundation will provide logistical support to the evaluation team not included in their budget.

6. Required Qualifications and Expertise for Lead Evaluator/Entity

The Evaluator shall have the following expertise and qualification:

- At least Master's degree in Public Policy, Public Health, Nutrition, Project Management or any other relevant university degree;
- Extensive expertise, knowledge, and experience in the field of project management in developing countries
- Experience of project formulation and evaluation and practical experience of end of project evaluation in a similar context;
- At least 5 years of experience in working with non-governmental organizations and donors, evaluating

projects with multiple partners with complex implementation modalities; and specifically, experience in the evaluation of USAID funded projects;

- Excellent written and verbal Communication skills is English;

Offers will be evaluated on these criteria as well as the quality of the technical offer (proposed methodology, capacity to mobilize qualified personnel in the field, etc.) and the soundness of the financial offer.

7. Mode of Application:

Interested, qualified and experienced person, group of persons or firms must submit an Expression of Interest by 19th May 2023 by email to info@ografoundation.org and [cc: recruitment@ografoundation.org](mailto:recruitment@ografoundation.org) outlining availability in line with the approximate timeline. The cover letter should be addressed to:

The Project Director, Malezi Mashinani Project, OGRA Foundation
P.O BOX 3050 - 40100 KISUMU

The expression of interest should contain: (a) a technical offer and (b) a financial offer, comprising:

A. Technical offer:

- ✓ Up to date CV of the lead consultant/evaluator (showing education and expertise).
- ✓ Technical proposition detailing proposed methodology and resources needed (max 3 pages).

B. Financial offer:

- ✓ A list of all expenses expected to be incurred by the consultant including a daily rate.