

Terms of Reference

SCORE Project end-of-project Global Evaluation

Title of Programme	Strengthening the Capacity of Local Organisations to Respond Effectively in Emergencies (SCORE)
Countries	Ethiopia, the Democratic Republic of Congo, Rwanda and Sierra Leone
Start and End Dates of project	1 st February 2019 – 30 th November 2020
Local Partners	See annex 1
Budget Amount for assessment	€1,800
Proposed Assessment Dates	November 2020
Duration of assessment process	4.5 days based on a daily rate of €400
Assessment Team	Trócaire: SCORE Project Coordinator; Humanitarian Manager – Operations Cordaid: Humanitarian Advisor

1. Purpose of the global evaluation for the SCORE Project

- i. To analyse the project documentation to provide learning on Trócaire and Cordaid’s capacity building **approach** (what worked well/not so well) and what **impact** this had on partner capacity (what improved/not) that will support the development of future capacity strengthening interventions

2. Context

The project on Strengthening the Capacity of Local Organisations to Respond Effectively in Emergencies (SCORE) is funded by the EU Aid Volunteer Initiative of the European Commission. SCORE is a consortium project led by Trócaire in collaboration with Cordaid and 12 local civil society organisations (CSOs) in the Democratic Republic of Congo, Ethiopia, Rwanda and Sierra Leone.

The overarching objective of the SCORE Project is to **promote a leading role for local actors in humanitarian response by strengthening the capacity of local CSOs to respond effectively to crises**, thereby increasing the resilience of vulnerable/disaster-affected communities.

To achieve its objective, the SCORE Project has employed the following strategies:

- Capacity strengthening in the following areas:
 - Emergency preparedness and contingency planning
 - Rapid response capacity, including needs assessments and use of new modalities (cash transfer, digital technologies)

- Incorporation of Core Humanitarian Standard (CHS), with a particular focus on protection mainstreaming, and on staff/volunteer conduct, care and management
- Experiential learning – e.g. workshops, mentoring/coaching, exchange visits, e-modules, simulation exercises, etc.
- Disseminating learning and best practice in relation to capacity strengthening approaches

The EU Aid Volunteers project, funded by EACEA, is run through partnerships of EU-based and non-EU based organisations to strengthen the capacity of non-EU based organisations on two areas: preparedness and response to humanitarian crises and, to improve their volunteer management. This project also provides funding for technical assistance to EU-based organisations to strengthen their technical capacity and meet the standards and procedures required to deploy EU Aid Volunteers. More information on the funding stream can be accessed [here](#).

3. Scope

Recognising there are ongoing travel and associated restrictions in programme countries this evaluation methodology has been adapted and will focus on project documentation and (where feasible and time permitting) interviews with key staff.

Trócaire is seeking a consultant to support the compilation and analysis of the SCORE Capacity building project and bring together a synthesis of the learning across the 3 countries.

4. Methodology

1. Document review of key documents:

	Core Area	Document
1	Partner Capacity Assessments	Baseline scoring
		Endline scoring
		Organisational Improvement Plan
2	Individual country lessons learnt evaluations	Rwanda
		Ethiopia
		Sierra Leone
3	Closing meetings – In-country and Global	Listen to recording/reports
		Report / summary of closing meeting

2. Interview with selected staff: TBD

4. Expected deliverables

- i. 1 **consolidated** and comprehensive report on the key findings in terms of observations, lessons learnt and recommendations for each country and Trócaire & CORDAID HQs (approx. 20 pages)
- ii. 1 **synopsis paper** on the key learning from this project that can be used for future communications and funding opportunities on Trócaire and CORDAID’s capacity building approach (no more than 4 pages)

5. Sample Timeline

Day	Action	Responsibility	
1	Briefing and sharing of documentation	SCORE Project Coordinator	0.5 days
2	Document review and <i>KII with Trocaire and CORDAID focal points</i>	Consultant	1 day
3	Document review + Drafting of report	Consultant	1 day
4	Finalise report and synopsis	Consultant	1.5 days

6. Criteria

- At least three years of demonstrable experience in humanitarian programming
- Significant experience in capacity building programmes
- Significant experience in analysis and evaluating capacity building projects in emergency preparedness and response
- Excellent writing skills
- Knowledge and understanding of applying humanitarian standards, including Sphere and the Core Humanitarian Standards.
- In-depth understanding of programming in a partnership model, working in a partnership-based NGO

7. Content and Format for consultancy

All tenders should be submitted by way of a written proposal and contain at least the following elements:

1. Brief Technical Proposal (maximum 500 words) highlighting: the consultant's understanding of the RFP and its objectives, the proposed analytical framework and work-plan.
2. CV: Up to date CV which includes the name, address, telephone number and email address of consultant
3. Previous work: Any supporting documentation you wish to include which demonstrates your experience and qualifications relevant to the proposed body of work.

Please submit applications by email to Ruchi Junnarkar at ruchi.junnarkar@trocaire.org.

All applications to be submitted latest by **8th November 2020**.

Annex 1: Breakdown of SCORE project local partner organisations

Country	Ethiopia	Sierra Leone	Rwanda	DRC
Region/ District	Addis; Borana	Freetown; Makeni; Kambia	Kigali	Beni; Bukavu
Lead Agency	Trócaire/Cordaid	Trócaire	Trócaire	Cordaid
Partners	1) OPA; 2) Agri Service Ethiopia; 3) Aged and Children Pastoralists Association (ACPA); 4) Afar Pastoralist Development Association (APDA); 5) Rural Agency for Community Initiatives Development and Assistance (RACIDA)	1) Action for Advocacy and Development (AAD); 2) Kambia District Development and Rehabilitation Organisation (KADDRO)	1) Association Rwandaise des Conseillers en Traumatisme (ARCT Ruhuka); 2) Duhamic Adri	1) Caritas Bukavu; 2) Maams; 3) Padebu