



Project funded
by the European Union



Consultancy for Mid-term evaluation
Under project funded by the European Union
"Promoting working with men and boys to end violence against women in the Middle East"

Main Facts Table	
Reference	Promoting Working with Men and Boys to end VAW in the Middle East. LEBA 40
Queries to	Melkar el Khoury (melkhoury@oxfam.org.uk)
Contract Manager	Magda El Sanousi (melsanousi@oxfam.org.uk)
Deadline for submission of offers	12.9.2012
Address for submission of offers	Oxfam GB Amel Association Building. 3rd Floor, Abu Shakra Street Beirut, Lebanon Tel/fax: 009611304754 e-mail: melkhoury@oxfam.org.uk
Estimated date of award of contract	25.9.2012
Period of consultancy	1 month

1. Background:

Under a project funded by the European Union titled "Promoting working with men and boys to end violence against women in the Middle East", Oxfam GB is seeking a consultant to conduct a mid-term evaluation of implementation process and used model as well as an evaluation of impact of activities on beneficiaries and targeted groups to date.

This project is an extent of a three years programme that started in January 2009 to promote strategies and approaches of working with men and boys to eliminate Violence against women. At that stage, the project focused on building the capacity of women's organisations with knowledge and skills for working with men towards ending VAW and thus by their engagement with men, to positively change the attitudes, practices and policies of men and boys.

Within the same scope, the current overall program objective is to contribute to the efforts of civil society organizations in the Middle East in countering gender stereotypes to combat the root causes of Violence Against Women. The specific objective is to bring about an improvement in attitudes and practices of men, and the policies of institutions, to end Violence Against Women in the Middle East.

The programme will focus on achieving the below results:

Result 1: Enhanced capacity of 16 CSO's to effectively influence men in key institutions to take positive actions to end VAW in Lebanon, Iraq, Jordan and Occupied Palestinian Territories;

Result 2: Enhanced capacity of 4 CSO's in counselling for male perpetrators in Lebanon, Jordan, Occupied Palestinian Territories and North Iraq.

Result 3: Enhanced capacity of men's forums to lead awareness raising campaigns to end VAW in Lebanon, Jordan, Occupied Palestinian Territories and establish in North Iraq .

Result 4: Improved attitudes and practices of male beneficiaries with reference to VAW as a result of Middle East White Ribbon Campaign in targeted countries;

Result 5: Improved capacity of two organisations to act as a resource organizations on working with men and boys to eliminate VAW in their respective countries .

2. Key Responsibilities:

Objectives and scope of the mid-term evaluation (MTE)

The objective of the mid-term evaluation is to enable Oxfam and implementing NGOs to assess the progress in delivery of project outcomes and based on this assessment, to take decisions on the future orientation and emphasis of the project during its remaining time.

The evaluation attempts to determine, as systematically and objectively as possible, the relevance, efficiency, effectiveness, impact and sustainability of the project. The evaluation will assess the achievements of the project against its stated outcomes, including an examination of the relevance of the outcomes and of the project design. It will also identify significant factors that are facilitating or impeding the delivery of outcomes. Whilst a review of the past is in itself very important, the evaluation is expected to lead to recommendations and lessons learned for the future.

The mid- term evaluation will bear in mind the following points

- Project design
- Project implementation
- Project progress and impact
- Learning from first half of project and recommendations for its remainder

3. Methodology:

The selected consultant(s) will work collaboratively with Oxfam team to refine and agree the final methodology and develop a detailed evaluation plan and questions.

However, we expect that this will include:

- Desk review (Action, Logframe, monitoring data, reports, studies and researches developed)
- Field visits to Lebanon, Jordan, Occupied Palestinian Territories (if access permits) & North Iraq through Skype...
- Interviews with partners, and key internal stakeholders.
- Interviews with key external stakeholders including allies and targets.

The programme will be evaluated in the field in Lebanon, Jordan and Occupied Palestinian Territories (if access permits) & North Iraq through Skype.

Oxfam is committed to building the capacity of our staff and partners. Our relationships with consultants strive to be about the “transfer” of new approaches and skills to our staff and partners in addition to the delivery of a specific product. As a result, throughout this mid-term evaluation, we would like to discuss with the potential consultants their ideas for supporting transfer of some introductory evaluation skills or techniques to at least one of our key programme staff, and to use participatory methodologies where possible.

4. Evaluation Process and Timeline

The consultancy is expected to begin on September 27th, 2012 until October 31th, 2012.

Action	By when	Who
Applications received by	12.9.2012	Oxfam
Review applications/short list/appoint	14.9.2012	Oxfam
Contract start date	27.9.2012	Consultant
Submission of first draft of MTE report	22.10.2012	Consultant
Comments and feedback on draft	26.10.2012	Oxfam, Partners, Sub-contractors
Final report submitted	31.9.2012	Consultant

5. Outputs

Expected outputs include:

- An agreed evaluation plan and methodology
- A presentation of initial evaluation findings/first draft for face to face discussion with the Oxfam and KAFA team
- Final evaluation report, not more than 25 pages, of publishable quality, with a stand-alone executive summary of not more than 4 pages
- 2-3 case study reports, length to be agreed in conversation with evaluator(s)

In addition, the final report should contain at least the following annexes:

- Terms of Reference for final evaluation
- Itinerary
- List of meetings attended
- List of persons interviewed
- Summary of field visits
- List of documents reviewed
- Any other relevant material

6. Budget

The budget for this task is approximately 9,000 USD – 10,000 USD including all type of expenses (Travel, per diem, transportation, calls....)

7. Skills and Competence:

Oxfam is looking for a consultant or two with strong record in conducting evaluations for Gender Equality programmes. The consultants will need respect and credibility within the field, and excellent knowledge of monitoring and evaluation in theory and practice.

The specific skills and competencies we seek include:

- Graduate degree in international development, social sciences or other related discipline. A Master's degree is preferred
- Minimum of five years practical experience in monitoring and evaluation for development programs

- Proven experience of gender issues within M&E
- Familiarity with issues related to gender equality and masculinities
- Knowledge of gender, women's rights and Theory of Change
- Demonstrable evidence of analytical and conceptual thinking
- Knowledge of violence against women and women issues in the Middle East is an asset
- Excellent writing and verbal communication skills in English. Arabic skills is an asset

8. Applications

Applicants with the experience and skills described above are invited to submit the below:

1. CV including contactable three references.
2. A cover letter of no more than 2 pages introducing the consultant experience and how the skills and competencies described above are met, with concrete examples. Please also use this cover letter to indicate consultants' availability at critical periods.
3. An outline of no more than 2 pages of the proposed process and key considerations.
4. A 1-page budget covering all major anticipated costs (Oxfam prefers to pay an agreed price for the totality of the work including the field trips to Lebanon and Jordan)
5. One example of a previous similar task.

Applicants not conforming to this model may be rejected. Applicants should be emailed to rabisaad@oxfam.org.uk

9. Technical evaluation

The quality of each technical offer will be evaluated in accordance with the award criteria and the associated weighting as detailed in the evaluation grid below.

No	Criteria	Max Score
1	Methodology - Marks will be awarded for clarity, credibility, innovation and 'achievability'	40
2	Quality of personnel/consultant - Assessed against the skills, competencies and experience specified	30
4	Commitment to availability in the critical periods.	10
5	Commercial - Fees commensurate with skills/experience - Quoted expenses reasonable/realistic to deliver outputs - Terms and conditions	20
Total		100

10. Financial proposal

Prices must be quoted in **USD** and include all expenses necessary to perform the contract.

