

Baseline Survey Terms of Reference

1. Baseline /Evaluation Summary

Programme/Project	Promoting Community Resilience through Engaging the Somali Society. (PRESS- DADOKI)
Project number	A-AFM-2022-0165
Project Participants/Consortium members	Lutheran World Federation World Service (LWF WS) – the lead Agency together with American Friends Service Committee (AFSC)
Programme Phase	Inception
Study / Evaluation Type	Baseline
Evaluation Purpose	Set benchmark on select project indicators, and assess the appropriateness, relevance, and suitability of the project design in meeting the needs of the target's communities
Study Design and Primary Methodologies	Mixed methods quantitative and qualitative methods
Evaluation Start and End Dates	December 12 th 2022 to January 15 th 2023
Consultancy assigning institution	LWF- WS

2. Background information

Somalia is one of the 'world's most fragile and poorest countries as a least developed country. Poverty is widespread and deep particularly for rural households and for the IDP settlements (where most refugee returnees also reside). The protracted armed conflict, coupled with drought, famine and the constant emergence of armed groups have left the country suffering one of the 'world's worst humanitarian and human rights crises. The conflict and the long absence of central government has led to fragmentation and incapacity in important public institutions and structures to deliver basic social services such as education, health, economic opportunities among others further exacerbating poverty and unemployment in the country. While all the population suffer the impact of the defined crises, the elderly, women, children, youth and people with disabilities are particularly negatively impacted.

The country is host to a large population of IDPs and refugee returnees especially those returning from Dadaab refugee camp, which has a population of over 236,254 registered refugees and asylum seekers. Most of the refugees returning from Dadaab settle in Jubaland, with a majority in Kismayu district while other settle in Dhobley, a division in Afmadow district, which is in Jubaland. Owing to its proximity to the Kenyan border (it is approximately 17km from Liboi in Kenya) and relative peaceful experience, Dhobley remains a transit center for refugee returning to Somalia from Dadaab by road. Some of the returnees who settle in Dhobley account for the highest number of refugees doing the 'circular return to 'Dadaab' in search for education and other services. The pull factors attributed to these spontaneous returns to Dadaab include the perceived peace and security, and availability of humanitarian aid and income opportunities in Dadaab. Conversely, the main push factors from Somalia are reported to be fear of insecurity and conflict, actual conflict, lack of access to education services, drought, and lack of livelihood opportunities in Somalia. Most of them have lost their physical assets due to the current drought and as a result, the communities face severe food insecurity and lack sustainable livelihoods.

It is against this background that LWF and AFSC plan a joint intervention in Somalia. This three year (3) project seeks to address three issues namely, intercommunal hostilities, denial of 'women's and girls' rights and high poverty levels. A critical issue that will inform programming also is the weak institutional capacities of the State of Jubaland owing to the prolonged crises particularly the conflict that has negatively impacted on the 'State's ability to provide services to residents as well as ensuring safe and dignified return and integration of the displaced populations. Equally, the project intends to build the community and institutional capacities for the Somali communities to facilitate an enabling environment in order to reduce internal and external migration.

3. General Project description

This project will be implemented in Jubaland State of Federal Government of Somalia mainly in Kismayu (Calanley, Fanole, Farjana, Gulwada) and Dhobley (Kutur, Tula Barwaqa and Degelema). The project will further have interventions targeting the 'on the move' Somali population either from Dadaab, Somalia or vice versa.

The main project participants shall be the Internally Displaced Persons (IDPs), returnees, Somali migrants and populations on the move, some of the less advantaged local communities both rural and urban-based, and the ethnic minorities who suffer a high risk of vulnerabilities with a focus on women and girls, PWD/CWDs, and youth. At least 26,500 (16,600F, 9,900M out of which 2,580 are persons with disabilities -PWDs) people will be reached directly through this project. Other key stakeholders include community leaders and duty bearers.

The goal of this project is to contribute to the enhanced resilience and social cohesion among Somali communities in Dadaab, Dhobley, and Kismayu. To achieve the overall goal, LWF and AFSC designed interventions that work towards the realization of the following three key outcome objectives: (i) Communities' social cohesion and community-based psychosocial support is enhanced, (ii) The enforcement of 'women's and girls' fundamental rights to education and protection against gender-based violence are enhanced, and (iii) Target community's livelihood opportunities are enhanced. AFSC is in charge of implementing activities that relate to specific objectives (i), while LWF works for specific objectives (ii) and (iii).

4. Baseline Survey Goal and Objectives

4.1. The goal of the baseline

The goal of the baseline is to gather data and information and establish a benchmark from where the project will reference during project implementation.

The information generated from the baseline will provide historical points of reference that will inform project planning and establish the baseline status for all project indicators, monitoring, and evaluation. It will further inform the best project approach or strategy to address the target communities

4.2. Specific objectives

- i. Establish the current contextual environment relating to the two LWF objectives i.e.
 - o 'Women's and girls' fundamental rights to education and protection against gender-based violence are enhanced, and
 - o Target community's livelihood opportunities are enhanced.
- ii. Provide baseline data for each indicator and complete the project effect chain using this new data.

5. Scope of the baseline assessment

The scope of the baseline will cover the following;

- i. The specific objectives related to LWFs interventions, mainly objective two (2) and three (3) and its related indicators.
- ii. Geographical areas: LWFs specific areas of operation;
 - a. Kismayu (Calanley, Fanole, Farjana, Gulwada and
 - b. Dhobley (Kutur, Tula Barwaqa and Degelema)

6. Proposed Evaluation Methodology

The baseline assessment methodology will be participatory and will comprise a mixture of quantitative and qualitative methods, and that will include the following elements and among others:

- i. A desk review of key documents such as project documents, log-frame, and other relevant documents, including key government policies and recent studies '(so as not to re-invent the 'wheel') touching on relevant project thematic areas.
- ii. A collaborative approach to engage project staff, partners, other key stakeholders, and government, as appropriate in the design, implementation, and reporting of the baseline assessment.
- iii. Participatory approaches with emphasis on capturing a cross-section of views from the target groups and multi-stakeholder quantitative and qualitative assessment techniques (including key informant interviews, focus group discussions, observations, and others as appropriate).
- iv. The baseline assessment is expected to be gender-sensitive, rights-based, inclusive, and culturally sensitive and comply with relevant professional and ethical standards.

7. Reporting and accountability

The primary responsibility for this assignment lies with the LWF Program Manager, who will provide overall technical oversight and guidance to this assignment to ensure effective implementation of the baseline survey.

LWF will be responsible for;

- i. Providing the consultant with all necessary project documentation, including the approved project proposal, the Logical Framework, Expenditure Plan, M&E plan, Detailed Implementation Plan (DIP), studies, and other evaluation reports done etc.
- ii. Reviewing the baseline inception report, plan, and data collection tools.
- iii. Quality assurance of the survey process.
- iv. Support the consultant with mobilization and facilitating field logistics, including the identification and paying enumerators.
- v. Review the draft report and provide feedbacks to the consultant.
- vi. Organize meetings on the presentation of key findings and data validation.
- vii. Review and approve finalized baseline assessment report.

The Consultant shall;

- i. Submit technical and financial proposals, and all other relevant documentations as captured in the submissions sections below.
- ii. Submit an inception report that illustrates clear understanding of the assignment as well as an assessment plan, survey methodology and appropriate/relevant data collection tools.
- iii. Lead in the consensus building session on the survey methodology, timelines and data tools.
- iv. Train enumerators, guide and supervise enumerators during data collection in the field.
- v. Lead in the data collection process through monitoring and verifying data collection.
- vi. Draft the baseline assessment report and incorporate feedback, from LWF team.

- vii. Make a power point presentation on the findings during a validation forum to be organised by LWF, for the AFSC and LWF staff.
- viii. Submit a final report to LWF as per the dates indicated on the suggested schedule below.

8. Suggested Schedule

The baseline exercise is planned for a total of 20 days, broken down as follows;

Activity	Duration	Output
Contract signing	12 th December 2022	Signed contract
Inception Phase: Desk review and Inception report/ Inception meeting with Technical Team	12 TH - 14 th December 2022	Approval of tools, methodology, timelines
Data collection/analysis	15 th December 2022 – 5 th January 2023	Draft report
Reporting phase: Validation	5 th – 10 th January 2023	PPT slides draft report
Final draft submission	20 th January 2023	Final report
Total Number of days billable	20 days	

9. Required Qualifications and Experience

- i. In-depth knowledge of Somalia and its regions including government and community level service delivery structures.
- ii. Minimum of a 'Masters' Degree from a recognized university in monitoring and evaluation, education, social studies, development studies, economics, or any other relevant degree.
- iii. At least 10 years' experience in conducting project monitoring and evaluation studies, including education, livelihood, gender rights, peace programmes. Experience in humanitarian context is an essential.
- iv. Must possess solid methodological and research skills demonstrated through several research pieces and evaluations.
- v. In-depth knowledge of the socio-cultural, economic, and political context of Somalia.
- vi. Strong written, communication, and interpersonal skills in English. Working knowledge of the local community an advantage.
- vii. Capability to work collaboratively with multiple individuals and groups and in multiple location simultaneously.
- viii. Ability to produce high quality work under tight timeframes as well as available within the period of the assessment.
- ix. Must have a legal mandate to work undertake such an assignment in Somalia.

10. Submission:

Interested consultants should submit their application through a written Technical proposal and a separate Financial proposal.

Technical Proposals from Consultants should include the following information (at a minimum)

- i. Technical Proposal with clear methodology, including types of data collection tools and analysis and proposed timeline (maximum 3 pages).

- ii. Capacity statement illustrating suitability that reflects a multi-disciplinary professionals assessment team (maximum 1 page).
- iii. CV of key consultant(s) attached to the technical proposal, including contact details for two references.
- iv. Samples (two) of previous work relevant to the assignment (in English).

Budget proposal should indicate the following;

- v. Proposed expert fees on a daily rate basis including any required statutory taxes.
- vi. Rates should be in US Dollars.
- vii. Where necessary, the proposal should be inclusive of any related costs such as visa fees, translation costs, travel-related costs (international and local flights, and in-country accommodation). The consultant will be subjected to withholding tax as per the laws of Somalia.
- viii. The applicants have the right to request for more clarifications.

Proposals must be submitted in soft copy to procurement.nairobi@lutheranworld.org, with subject line "**Baseline Survey 2022- PRESS DADOKI Project**" by **the 9th December 2022 at 5 PM**. (East Africa Time). Canvassing will lead to automatic disqualification. Thank you!