



EVALUATION
TERMS OF REFERENCE

PROJECT

Participatory Integrated Community Development in Abkhazia

Component: Agricultural Training Centres (ATC)

MISSION

South Caucasus

LOCATION

Abkhazia Georgia

1. BACKGROUND

Action Against Hunger (AAH) - Spain, as part of the Action Against Hunger International network, is a non-governmental, private, apolitical, non-confessional and non-profit organisation that fights hunger and its root causes worldwide. It has been operating in the South Caucasus region since 1994 and its current programmes focus on the following areas: Food Security, Livelihoods, Agriculture, Economic and Rural Development. At this time, AAH is looking to contract a consultant to perform a final evaluation of one specific component of the project "Participatory Integrated Community Development in Abkhazia" that is financed by the European Union under the European Neighbourhood Programme for Agriculture and Rural Development (ENPARD).

2. GENERAL OBJECTIVE

The objective of the project is to improve living conditions and access to basic services in rural areas of Abkhazia, and a component within the project aims to specifically increase access to quality agricultural extension services. This has been performed through the AAH-supported Agricultural Training Centres (ATCs) that are in Gali and Tkvarcheli Districts in Abkhazia. These ATCs are small in structure, with limited land resources, but are able to deliver theoretical and practical trainings to farmers and support their agricultural enterprises through the provision of small grants.

The general objective of the evaluation is to analyse how these ATCs have contributed to improving access to extension services and to assess their operational capacity, the training courses that they provide and the grant support that they offer to improve socio-economic development and poverty reduction in Abkhazia.

3. TASKS AND RESPONSIBILITIES

The evaluation should consider the objectives, results and indicators outlined in the logical framework of the project. The evaluation should examine the standard and quality of services and goods delivered by the project according to the opinion of the beneficiaries, local authorities and other key stakeholders. The following tasks and responsibilities are expected to be accomplished over a 5-day consultancy period in Abkhazia:

- a) to review the governance structure of the ATCs;
- b) to review the training curriculum, materials and delivery;
- c) to assess the delivery of grant support and impact on farmers' livelihoods;
- d) to provide recommendations for future ATC initiatives.

The evaluation will follow the Development Assistance Committee (DAC) criteria for evaluation:

- Impact, Sustainability,
- Coherence, Coverage,
- Relevance/Appropriateness,
- Effectiveness, Efficiency.

Data collection will be by two means:

- Direct information: visits to the direct beneficiaries represented by the ATC staff and graduates
- Indirect information: interviews with project staff; meeting with local authorities, groups of beneficiaries and humanitarian agencies.

4. EXPECTED OUTPUTS

Submission of a final evaluation report reflecting the main findings together with recommendations

5. QUALIFICATIONS & EXPERIENCE REQUIRED

- ✓ Academic qualification in agronomy or other relevant discipline
- ✓ Demonstrable knowledge and expertise in agricultural and/or rural development
- ✓ Minimum 4 years' experience in conducting project evaluations
- ✓ Proven analytical and report writing skills
- ✓ Strong communication skills
- ✓ English language fluency
- ✓ Russian language skills an asset

6. GENERAL CONDITIONS

Required start date: late March 2019

Duration of work: 5 days in Abkhazia and 3 days home-based for report writing

Location of work: Abkhazia

Work Plan: The work plan will be made together with Action Against Hunger. Prior to the evaluation, a briefing will be conducted with the mission personnel, including staff involved in the implementation of the program

Fees: The total amount for consultancy fees to be negotiated based on the proposition and experience of the consultant.

Per diem: The amount of requested per diem should be included separately with the consultancy fee

Payment: 100% of the fees to be paid on completion and approval of the timesheet, submission of final report to AAH and stakeholders.

Travel: Travel to Georgia and back and all internal travel will be arranged and paid for by Action Against Hunger

Accommodation: Hotel or guesthouse accommodation in Tbilisi and Abkhazia will be arranged and paid for by Action Against Hunger

Report: The final document will be submitted in an electronic version in the English language.

Rights: The ownership of the final report document will belong to Action Against Hunger and the donor organisation exclusively. The document, or any publication related to it, will not be shared by the consultant to anybody prior to the delivery of the final document to the donor by Action Against Hunger.

AAH may share the results of the report with the following groups:

- Donor(s)
- Key Stakeholders

- Various co-ordination bodies

Visa: Action Against Hunger will support the consultant in the visa application and make payment for the visa for Abkhazia.

Insurance: The consultant shall manage his/her own insurance and provide the details of coverage to AAH before departure.

Translation: Action Against Hunger will provide spoken translation from Russian-English and English-Russian as required by the consultant.

Other: Any materials required to carry out the assigned consultancy (laptop, mobile phone etc.), must be provided by the consultant.

7. APPLICATION PROCESS

- Interested applicants should send their CV and a one-page technical and financial proposal outlining the consultancy methodology and approach.
- The letter should also include the proposed gross daily rate for remuneration (in Euros). This daily rate should include the consultancy fee and per diem and both should be separately stated. *Please note that international and internal travel, accommodation and visa costs will be covered by Action Against Hunger*
- The letter should also state the earliest date that the applicant could begin the consultancy.
- Applications to be sent to the AAH email address procurement@sc.acfspain.org with the subject "ATC Evaluation" no later than 8th March 2019.