



Terms of Reference (ToR) for the Final Technical Evaluation of the Project:

“Contributing to the protection and promotion of rights of PwDs and to their enhanced participation in increasingly inclusive and accessible communities in Hebron district”

DCI-NSAPVD/2013/333-601

Funded by the European Commission

1. Introduction

These ToR specify the details for the final technical evaluation of the above mentioned project implemented by the organisation Movement for Peace-MPDL (hereinafter MPDL) and its partner Health Work Committees (hereinafter HWC) in 8 rural communities in Hebron (Beit Ummar, Beit Ulla, Beit Kahel, Tarqumia, Der Samit/Al Yasseryah, Saer, Ithna and Halhul), and financed by the European Commission under the Non State Actors Program (DCI-NSAPVD/2013/333-601).

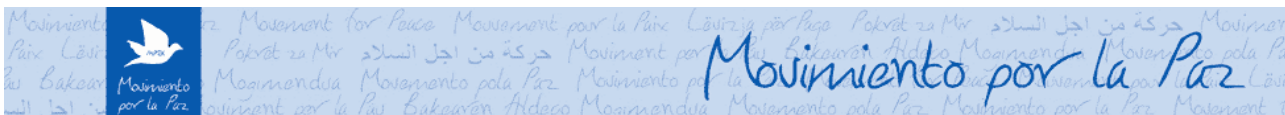
The evaluation will focus on the assessment of the implemented activities (in accordance to the Agreement between the donor and MPDL) and whether the activities lead to the achievement of the planned results as well as to the project objectives. As a result of this evaluation, recommendations from the evaluator/s are expected in order to improve the quality of future projects.

2. Background Information

Brief description of the project:

The project aims at contributing to the advancement of the rights of Persons with Disability (hereinafter PwDs), as well as to their enhanced participation in 8 rural communities in Hebron (Beit Ummar, Beit Ulla, Beit Kahel, Tarqumia, Der Samit/Al Yasseryah, Saer, Ithna and Halhul), as means towards the emergence of a more equitable, accessible and inclusive civil society. Indeed, the action seeks to facilitate and encourage the active involvement of this otherwise blatantly excluded group in the design and implementation of strategies aimed at improving their access to their rights. Within this framework, accessible community-based support services are provided for PwDs and their families, who also have a leading role in claiming an increased commitment of local authorities in their continuity and strengthening.

Further developing this approach, a ground-breaking pilot experience has been implemented in Der Samit/Al Yasseryah and Beit Ummar, through which PwDs have had the opportunity to demonstrate their ability and willingness to overcome stereotypes and become active players in society while contributing to their communities' development. This initiative has two interconnected components, through which PwDs have become fully active agents of tangible community changes. In the first one, a group of PwDs in each community have learnt to identify the barriers that prevent their access to public spaces and buildings, compromising their ability to participate in the life of their communities. This analysis has resulted in the



development of two Accessibility Assessment and Improvement Plans (hereinafter AAIP) that have been handed to the municipalities to serve as a guide for inclusive urban planning. Complementary, PwDs have been offered the opportunity to directly participate in the removal of some of these barriers in a hands-on professional training scheme. Indeed, at least four architectural interventions pre-identified in the AAIPs have been selected and implemented in each community by PwDs with the support of the project’s team and community and local actors.

Finally, the action includes a strong self-advocacy component, which multiplies the impact of the rest of the activities through a participatory strategy of communication and visibility aimed at raising awareness on Disability rights and inclusion.

The rationale behind this scheme steams from the joint experience of the applicant (MPDL) and its partner (HWC) that have worked in the field of Disability in the intervention area interruptedly since 2008. Indeed, both organizations have implemented together a four-year program with the support of the Spanish Agency for International Development Cooperation (AECID) in the eight targeted communities, which the current project has aimed at extending and complementing. That program sought to establish a pioneering Community Based Rehabilitation (CBR) scheme through which basic services, home adaptations, technical aid distribution and inclusive and awareness-raising activities have been completed.

This project builds upon the results achieved through the above-mentioned program, maintaining and strengthening elements that have successfully contributed to the improvement of the situation of PwDs. Amongst them, it is important to highlight the establishment of self-support groups in the target communities. These groups, bringing together PwDs and family members in a rare opportunity of experience-sharing and peer to peer support, have grown to become an important space for empowerment and an opportunity for collective action. The action, in turn, also incorporates pilot innovations to respond to the challenges identified together with these target groups and other relevant stakeholders in their communities. These innovations mainly aim at reinforcing the participatory approach of the project and at boosting the inclusion of PwDs in their communities, which is still largely impeded by tangible and symbolic obstacles preventing their social participation.

Summary of the action:

Total duration of the action	31 months, from February 1 st 2014 to August, 31 st 2016.
Objectives of the action	<p><u>Overall Objective:</u> To contribute to the emergence of a more plural, participatory, accessible and inclusive civil society in the occupied Palestinian Territories.</p> <p><u>Specific Objective:</u> To contribute to the protection and promotion of basic rights of PwDs as well as to their enhanced participation in building increasingly inclusive and accessible communities in Hebron.</p>
Partner(s)	Movement for Peace (MPDL, applicant) and Health Work Committees (HWC, co-applicant).



Target group(s)	1) PwDs; 2) Local authorities; 3) Communities’ workers; 4) Additional groups like children or Architecture and Engineering students participating in the activities.
Final beneficiaries	PwDs, their families and communities.
Estimated results	<p>R1 – Community-based support services have been provided to persons with Disabilities and their families in 8 communities, Hebron District.</p> <p>R2 – PwDs have acquired skills and taken opportunities to assess and improve accessibility and inclusiveness in Der Samit/Al Yasseryah and Beit Ummar.</p> <p>R3 – PwDs have increased their capacity to engage in self-advocacy actions and promote plural and inclusive social participation in their communities.</p>
Main activities	<p>For R1: Provision of medical and rehabilitation services for at least 400 PwDs in 8 rural communities; Consolidation of 8 self-support groups for PwDs and caregivers; Negotiations with municipalities for the approval and renewal of agreements on support to PwDs; For R2: Constitution of “Accessibility Committees”, at least 5 PwDs, CBR worker and architect in Beit Ummar and Der Samit; Participatory analysis of accessibility in public spaces; Production of an “Accessibility Assessment and Implementation plan per community”; Design (with the participation of students of the Polytechnic University of Hebron); Selection and implementation, with 30 PwDs in a hands-on vocational training scheme, and communities’ workers, of accessibility works; For R3: Organization of inclusive community activities; Implementation of community-based awareness-raising actions; Selection of 20 PwDs to participate in the self-advocacy training; Development of the training, with PwDs; Self-advocate’s production of advocacy materials (pictures and messages) and monthly newsletters; Visibility activities in Beit Ummar and Der Samit/Al Yasseryah.</p>

3. Purpose of the Evaluation

To make an assessment, as systematic and objective as possible, of the above mentioned project, its design, implementation and results. The aim is to determine the relevance and fulfillment of objectives, developmental efficiency, effectiveness, impact and sustainability.

The evaluation should provide information that is credible and useful, enabling the incorporation of lessons learned into the decision-making process of both MPDL and its partner organization, HWC, and the donor.

Principles underpinning the approach to the evaluation are:



- Impartiality and independence of the evaluation process from the programming and implementation functions;
- Credibility of the evaluation, through use of appropriately skilled and independent experts and the transparency of the evaluation process, including wide dissemination of results;
- Participation of stakeholders in the evaluation process, to ensure different perspectives and views are taken into account; and
- Usefulness of the evaluation findings and recommendations, through timely presentation of relevant, clear and concise information to decision makers.

4. Focus of the Evaluation

The final report should be introduced by an initial discussion of the socio-political and human rights context of the project and the development of this context during the project period.

It should then discuss, provide conclusions and recommendations on the following questions:

- Effectiveness: To which degree did the activities meet the objectives and results set out in the project (as outlined in the logical framework)?
- Matching needs: Did the project/activities meet relevant needs of the beneficiaries?
- Relevance: Was the project designed in a way that is relevant to reach its goals?
- Efficiency: Was the project run in an efficient way?
- Sustainability: Are the results achieved so far sustainable?
- Internal coherence: Were the result indicators and their means of verification adequate? What possible adjustments would the consultants recommend?
- Gender mainstreaming: To which extent did the project succeed in including a gender perspective?
- Impact and spillover: Where there any unforeseen positive/negative effects of the activities?
- Synergies: to which extent were synergies achieved with other activities, as well as with local/international policies and donor policies?
- Which unmet needs did the evaluators identify that would be relevant for MPDL to look into in an eventual continuation of the project?
- Identify lessons learned and provide recommendations.

In addition, the evaluator/s will have access to the following information:

- Agreement and pre-Agreement documents.
- Minutes of the meetings and other events relevant to the project implementation.
- Interim Reports.
- Financial reports.
- Visibility material.
- Other documents produced during the implementation of the project.



5. Evaluation Criteria

Relevance	The appropriateness of project objectives to the problems that it was supposed to address, and to the physical and policy environment within which it operated. It should include an assessment of the quality of project preparation and design – <i>i.e.</i> the logic and completeness of the project planning process, and the internal logic and coherence of the project design.
Efficiency	The fact that the project results have been achieved at reasonable cost, <i>i.e.</i> how well inputs/means have been converted into activities, in terms of quality, quantity and time, and the quality of the results achieved. This generally requires comparing alternative approaches to achieving the same results, to see whether the most efficient process has been adopted.
Effectiveness	An assessment of the contribution made by results to achievement of the project purpose, and how assumptions have affected project achievements. This should include specific assessment of the benefits accruing to target groups, including women and men and identified vulnerable groups such as children, the elderly and disabled.
Impact	The effect of the project on its wider environment, and its contribution to the wider policy or sector objectives (as summarized in the project's overall objective).
Sustainability	An assessment of the likelihood of benefits produced by the project to continue to flow after external funding has ended, and with particular reference to factors of ownership by beneficiaries, policy support, economic and financial factors, socio-cultural aspects, gender equality, appropriate technology, environmental aspects, and institutional and management capacity.

6. Stakeholders' Involvement

The evaluator/s are expected to engage with stakeholders and partners not only to collect information and insights, but also to make a (collective) sense of that in order to understand the following:

- Their engagement in the process, how it has been promoted and how it fits with their own work/aims.
- The difficulties they have endured to engage in the project (internal and external).
- Their perspectives on the issues.
- The capacity, awareness, relationships and resources developed during their engagement with the project and what they have been able to do with that.



7. Methodology of the Evaluation

The consultancy should be carried on the basis of a desk study and a field visit. The desk study should cover the following documents:

- Project contractual documents and further amendments;
- Documents produced throughout the project;
- Evidence of impact collected by the project, including mid-term reports
- Other relevant documentation.

Furthermore, the evaluation should be built on interviews with:

- Beneficiaries as well as partner (HWC) and participants;
- MPDL Head of Mission in Palestine, MPDL Desk Officer for Palestine, MPDL Project Manager and ArCo's staff
- Other stakeholders such as municipalities, Polytechnic University of Hebron and other actors (to be defined).

The consultancy should adopt an evaluation methodology coherent with the participatory approach of the project. The consultant/s is expected to conduct a participatory evaluation providing for meaningful involvement by the project partner, its beneficiaries and other interested parties. Stakeholder participation is to be an integral component of the evaluation design and planning, data gathering, drafting of findings, evaluation reporting and results dissemination.

The evaluation should therefore focus not only on quantifiable results but also analyse processes and dynamics generated by the project, their scope (in terms of people and other actors involved) and their sustainability. This implies moving away from a mere technical approach in order to understand the context in which PwDs in Palestine live, and to assess the support brought to them by this project.

The proposed framework of the evaluation can be subject to change based on the agreement between MPDL, which approves the work plan, and the external evaluator/s.

8. Deliverables

All deliverables are to be submitted to MPDL Desk Officer for Palestine in Madrid and MPDL Head of Mission in Palestine in English, electronically and in hard copy format (3 copies). Deliverables include:

- An inception report, to be submitted one week after the beginning of the evaluation, explaining the methodology, work programme and timetable for the evaluation.
- A final report to be submitted at the end of the evaluation with a maximum extension of 30 pages excluding annexes. The final evaluation report will be structured as follows:



0. Executive summary
1. Main section:
 - a. Introduction:
 - i. Project description
 - ii. Evaluation objectives and methodology
 - b. Analysis of the findings according to the evaluation criteria
2. Conclusions and recommendations
3. Lessons learned
4. Annexes:
 - a. ToR Evaluation
 - b. Names of the evaluators
 - c. Logical framework of the project
 - d. Map of the project area
 - e. List of actors consulted
 - f. Literature and documentation consulted
 - g. Other technical annexes

9. Indicative Timetable

The consultancy will last 4 weeks and it is expected to be carried out during September 2016. The tentative schedule is as follows:

- **Week 1:** Desk review of core documents; initial meetings with MPDL Desk Officer for Palestine and MPDL Head of Mission in Palestine; drafting and validation of the inception report (to be submitted by the end of week 1).
- **Weeks 2 and 3:** Field visits to project sites; interviews with project staff (HWC), beneficiaries and relevant stakeholders (municipalities, Polytechnic University of Hebron and others); meetings with management staff.
- **Week 4:** Drafting of final report (final version to be submitted no later than 30 September 2016); debriefing to MPDL, HWC and relevant stakeholders.

10. Budget

The maximum available budget for this consultancy is 5.500€, all costs and taxes included.



11. Evaluation team

The Evaluation Team is expected to:

- Be composed of a team leader with documented extensive experience on similar evaluations of civil society projects in the field of human rights and disabilities in the MENA region.
- Have extensive experience in conducting external evaluations in the context of cooperation for development and a proven record delivering professional results.
- Have sound knowledge of evaluation and data-collection methods.
- Be able to communicate effectively in Arabic and English.
- Have previous proven working experience in Palestine.
- Have process management skills, such as facilitation skills.

12. How to apply

Interested candidates are requested to submit an electronic copy of their expression of interest/proposal **by July 6th 2016** with the subject *REF: 02/2016 Final Evaluation NSA* to Érika Cerrolaza: e.cerrolaza@mpdl.org.

Candidates must forward:

- 5 pages (max) letter of motivation indicating
 - o The consultants' suitability for the assignment and match with previous work experience, qualifications etc.
 - o How the team will be composed and the division of work between team members
 - o Discussion of the work methodology it will use
 - o Draft work plan and suggested timetable
 - o Economic offer and budget broke down.
 - o Provisional availability to fulfill the consultancy as per the timeframes indicated in these Terms of Reference.
- Professional profile of the evaluating team/ company (CVs of all individuals included in the consultancy team)

Enquiries regarding the expression of interest/proposal process may be directed to Érika Cerrolaza, Desk Officer for Palestine at Movement for Peace-MPDL: e.cerrolaza@mpdl.org.