



Terms of Reference

Title	Endline Evaluation Consultant/s
Program	Women-Led Output Based Aid (WOBA): Vietnam, under DFAT's Water for Women Fund
Organisation	Thrive Networks/East Meets West Foundation (TN/EMW)
Location	5 provinces in Vietnam
Position reports to	Director of Research and Evaluation, TN/EMW
Duration	1 October – 10 December 2022
Estimate number of days	80 days

1. Background to WOBA Vietnam and context of the MTR

WOBA Vietnam is a program designed and implemented by Thrive/East Meets West (EMW) to address challenges and inequities in Vietnam's rural water, sanitation and hygiene (WASH) sector. It is funded by the Australian Department of Foreign Affairs and Trade (DFAT) through the Water for Women Fund over 4.5 years (June 2018 to December 2022) with a total budget of 5.7 million Australian dollars.

Program objectives

The program has two objectives:

Objective 1: To increase access to equitable WASH services for the poor and marginalised (gender and social inclusion) communities in rural Vietnam.

Objective 2: To improve gender empowerment and inclusion of women through program implementation and decision making.

WOBA Vietnam has three implementation components and targets:

- **WATER:** 6,500 poor/GESI households connected to piped water schemes with connections co-financed through a competitive output-based subsidy fund.
- **SANITATION:** Improved access to hygienic sanitation in rural communities, with latrines constructed by 3,000 poor and GESI households, 15,000 poor households and 2,000 non-poor households;
- **FECAL SLUDGE MANAGEMENT (FSM):** A FSM pilot in Ben Tre province
- **CLIMATE RESILIENT WATER SAFETY PLAN (CRWSP):** A pilot of climate resilient water safety plans

WOBA Vietnam is implemented in the rural areas of five provinces which have different geographical and socio-economic conditions. These provinces are Hoa Binh, Thanh Hoa, Nghe An, Ha Tinh and Ben Tre.

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Program Outcomes

WOBA Vietnam has five expected outcomes address the program’s two objectives, and align with the Water for Women Fund’s goal of improved health, gender equality and wellbeing of Asian and Pacific communities through inclusive sustainable WASH, and four end-of-program outcomes. WOBA’s expected outcomes are:

1. Strengthened national and sub-national WASH systems with government able to implement and sustain inclusive output-based aid WASH approaches in rural Vietnam – achieved through a government co-financing requirement.
2. Strengthened private sector ability in sanitation and public/private enterprises in water to operate sustainably and reach poor and GESI communities in rural Vietnam; increasing their role in providing high quality WASH services to all.
3. Improved access to and use of equitable WASH services, especially among marginalised community members.
4. Improved gender empowerment and systematic inclusion of women and outcomes in households and communities and institutions.
5. Increased use of evidence and innovation in gender and inclusive WASH in Vietnam; increased contribution from Vietnam to regional and global evidence base.

Program strategies

The program has three strategies that underpin the project’s Theory of Change and expected to contribute to the program’s five expected outcomes.

- 1) Partner with the local government, Women’s Union, and private sector WASH operators to deliver WASH services to non poor, poor and socially disadvantaged households in rural areas
- 2) Build capacity of government partners, WU, and private sector WASH operators to implement WASH services for poor and GESI households using a results-based subsidy program
- 3) Deliver MHH training to women and girls, and partner with DRD in disability inclusion training to apply a gender, disability and socially inclusive approach in WASH delivery in Vietnam.

2. Objectives and scope of the Endline Evaluation

Purpose and objectives

The purpose of this evaluation is to assess the WOBA project using the OECD Development Assistance Committee (DAC) evaluation criteria. The findings will also be used to inform final reporting for Water for Women. The evaluation will address the following objectives:

- Evaluate performance against project objectives and expected outcomes for four implementation components as per the project Theory of Change, and unintended outcomes

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- Assess the role TN/EMW has played in strengthening WASH system and Gender and Social Inclusion in rural communities
- Assess WASH and Gender and Social Inclusion approaches used to deliver project activities and understand how these can be refined for future programming
- Capture lessons learnt related to implementing the WOBA project that can be applied to TN/EMW’s future WASH projects, and for broader sector learning.

Scope

The evaluation will focus on all aspects of the project programming, including sanitation, piped water connection, climate resilient water safety plan pilot, FSM pilot, menstrual health hygiene training, and other WASH related training.

Evaluation requirements

As a project funded by the Australian Government, specific requirements of the evaluation are outlined by DFAT, including:

- Draw on monitoring data as well as new data collected through the evaluation, to assess the approach, methodology, outcomes and impacts of the project
- Examine the project components in light of their original intention as well as how they have evolved, and any unintended consequences that have arisen
- Report on cross-cutting themes of gender equality, disability and social inclusion (GEDSI) and provide disaggregated data in regard to gender (men, women), and people living with disability
- Provide evidence-based information that is credible, reliable, and valuable.

Evaluation questions

The following evaluation questions will guide the data collection, analysis, reporting, and to address the WOBA’s two objectives and in accordance with the OECD DAC evaluation criteria:

Evaluation criteria	Evaluation questions
Relevance	<ul style="list-style-type: none"> • To what extent is the WOBA project consistent with Vietnam’s policies in WASH and partners’ and donors’ policies? • Do the key outcomes promote and contribute to equitable WASH services for the poor and socially disadvantaged at the household, business, institutional, and policy level? • Are the outputs and indicators of the project consistent with the intended outcomes?

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Efficiency	<ul style="list-style-type: none"> • Did the project (in each implementation component) provide good value for money? • Were outcomes achieved on time? • Were the project components implemented in the most efficient way compared to alternatives?
Effectiveness	<ul style="list-style-type: none"> • To what extent were the outcomes achieved in regard to the four project components? • What were the major factors influencing the achievement or nonachievement of the outcomes in each WOBA components? • What were the major factors influencing the achievement or nonachievement of GESI outcomes? • What were the major factors that did or did not reinforce or produce gender equality and social inclusion in beneficiaries and women members of the WU who participated in WOBA?
Impact	<ul style="list-style-type: none"> • How many people have been affected and to what extent in each WOBA component? • As a result of this project, what changes were produced in each project component relative to those intended, and unintentionally, if any? • Have individual, community, organizations, private sector businesses in WASH been strengthened as a result of the project outcomes (for each component)? • To what extent has WOBA's approach to GEDSI resulted in greater understanding of GEDSI issues and improved GEDSI capacity at the individual, organisational, and policy level? • What do people do differently after involvement in WOBA?
Sustainability	<ul style="list-style-type: none"> • To what extent will the benefits of each WOBA component continue after the withdrawal of funding? • Will households and communities especially poor and socially disadvantaged be self-reliant in taking up WASH services? How and to what extent? • Will private sector businesses continue to provide WASH services for especially poor and socially disadvantaged? How and to what extent? • Will the government continue to provide subsidies and/or support businesses to continue to deliver WASH services to poor and socially disadvantaged households? How and to what extent?

3. Consultant's scope of work

The consultant(s) is/are required to develop and finalise the Evaluation Plan, which comprises: purpose and objectives of the evaluation; design; methodology; approach to sampling; ethics; limitations; schedules; key/ sub- evaluation questions; field visits plan. The Evaluation Plan must have four separate

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priority areas: WASH services implemented through subsidy program OBA; GESI approach and outcomes; FSM pilot; CRWSP pilot.

The methods used in the evaluation for each of the priority areas include:

Priority area 1: WASH services implemented using OBA

- Detailed review of key project documents provided by TN/EMW including Theory of Change, project design document, baseline and end-line quantitative data on WASH service, WASH subsidy payment report, WASH products verification reports, stakeholders and partners training reports, MHH training reports, project donor reports, available monitoring data, financial health risks of WASH suppliers survey, focus group discussions with WASH suppliers, research reports on WASH access and use, and WOBA mid-term review report.
- Interviews with representatives of the WOBA government partners, NCERWASS, PCERWASS, and private sector suppliers, and EWM WOBA project team
- Analysis of qualitative and quantitative data

Priority area 2: GESI approach and outcomes

- Detailed review of two research reports: GSI outcomes through WOBA in seven mountainous districts; Women’s empowerment opportunities and constraints through WOBA: 5 case studies.

Priority area 3: FSM Pilot

- Detailed review of key pilot documents provided by TN/EMW including Theory of Change, pilot design document, stakeholders and partners training reports, government committee minutes of meetings and official approval letters, Standards of Operations and FSM Cost Structure reports, test results of the treatment plant’s FSM quality, donors’ reports
- Interviews with representatives of the Ben Tre City government representatives, treatment plant operator, private truck operators, WU members involved in the pilot, and EWM FSM pilot project team
- Field visits and observation of the faecal treatment plant and truck operations
- Analysis of qualitative and quantitative data

Priority area 4: Climate resilient water safety plan (CRWSP) pilot

- Detailed review of key pilot documents provided by TN/EMW including Theory of Change, pilot design document, stakeholders and partners training reports, water authorities reports, 19 completed CRWSP, learning notes, donor’s reports
- Interviews with representatives of the water schemes operators, PCERWASS and NCERWASS, and CCTT representatives, WU members involved in the pilot, and EWM’s FSM pilot project team
- Field visits and observation of the CRWSP in application
- Analysis of qualitative and quantitative data

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These methods will be set out and agreed in an evaluation plan at the planning stage. The Evaluation Plan must be clear in how the methods address the evaluation questions, are consistent with the WfW Fund MEL Framework and DFAT M&E standards, and employ a gender and social inclusion (GESI) lens to assess the extent to which GESI is embedded in the project's activities and outcomes.

The main output of the evaluation will be the Final Evaluation Report. The report will be completed in English and should address the Evaluation Report Checklist to be provided by TN/EMW. The key milestones and deliverables which will be used as inputs to the Evaluation Report are presented below.

4. Milestone and deliverables

Milestone	Approximate consultant input days	Deliverable	Approximate due date
1. Recruit consultants and contract process		TN/EMW	5 Oct 2022
2. Develop and finalise evaluation plan, including field visits to conduct interview and sampling plan.	5	1 x Evaluation Plan of no more than 12 pages, excluding annexes that outlines the purpose and objectives of the evaluation; design; methodology; approach to sampling; ethics; limitations; schedules; key/ sub-evaluation questions; field visits plan.	10 Oct
3a. Conduct detailed review of project documents relating to WASH services implemented	10	1 x Report addressing the key/sub evaluation questions relating to WASH services implemented using OBA and GEDSI approach. The report comprises:	<ul style="list-style-type: none"> • Document review: 15 Oct • Field visits & interviews: 30 Oct
3b. Develop interview questions and conduct interviews with representatives of the WOBA government partners and private sector suppliers. It is expected that the interviews will be conducted virtually or face to face during the field visits of Task 4 and 5.	12 (Including travel days)	<ul style="list-style-type: none"> • results of the review of project documents • results of analysis of interview data. • list of representatives who took part in the interview 	<ul style="list-style-type: none"> • Analysis and report: 15 Nov

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3c. Analysis of interview data and write the report	10		
4a. Conduct detailed review of project documents relating to the FSM pilot	4	1 x Report addressing the key/sub evaluation questions relating to the FSM pilot. The report comprises:	<ul style="list-style-type: none"> • Review: 20 Oct • Field visits and interviews: 5 Nov • Analysis and report: 25 Nov
4b. Develop and conduct interviews with the Ben Tre City government representatives, private truck, and WU members involved in the pilot	3	<ul style="list-style-type: none"> • results of the review of project documents • results of analysis of interview data • results of field visit and observation of the FSM treatment plant 	
4c. Conduct field visit of the FSM treatment plant and observe its operation in situ	3	<ul style="list-style-type: none"> • list of representatives who took part in the interviews and field visits 	
4d. Analysis of field visits and interview data and write the report	5	<ul style="list-style-type: none"> • 1 x set of photographs of the FSM treatment plant observation 	
5a. Conduct detailed review of project documents relating to the CRWSP pilot	4	1 x Report addressing the key/sub evaluation questions relating to the CRWSP pilot. The report comprises:	<ul style="list-style-type: none"> • Review: 28 Oct • Field visits and interviews: 10 Nov • Analysis and report: 30 Nov
5b. Conduct interviews with the water schemes operators, PCREWASS and NCRWASS, and CCTT representatives, and the WU members involved in the pilot	5	<ul style="list-style-type: none"> • results of the review of FSM pilot documents • results of analysis of interview data • results of the visit and observation water scheme applying the CRWSP. • list of representatives who took part in the interviews and field visits • 1 set of photographs for each of the water scheme visited 	
5c. Conduct field visit of at least 2 water schemes to observe the incremental CR improvement plan in situ	4		
5d. Analysis of field visits and interview data	5		
6. Draft and share the Evaluation Report with TN/EMW for feedback	6	1 x Draft Evaluation Report comprising the three reports compiled in Task 3, 4 and 5	5 Dec

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7. Compile Final Evaluation Report and presentation slides deck of key evaluation insights and recommendations	4	1 x Final Evaluation Report 1 x Presentation slides deck	9 Dec
Total days	80		

5. Reporting/Working Relationships

The consultant/s will work under the supervision of Dr Lien Pham (Director, Research and Evaluation, TN/EMW) to meet this TOR and contractual obligations. Dr Lien Pham will provide oversight of the evaluation processes, and may participate in the evaluation remotely in the discussions of the data collection and analysis, presentations of the Final Report.

The consultant/s will be assisted by the WOBA Vietnam project team in the logistical aspects of the evaluation.

Evaluation findings will be presented to TN/EMW staff to serve as a validation exercise and collect feedback. The consultant will ensure to connect virtually with Dr Lien Pham taking note of any differences in the time zone.

The contracted consultant/s and any assistants engaged for the purpose of the evaluation must agree to comply with DFAT's Child Protection and Preventing Sexual Exploitation, Abuse and Harassment Policies, and sign TN/EMW's Child Protection and Safeguarding Code of Conduct. This also includes the provision of a Police Clearance and/or Statutory Declaration by all agents attesting to the absence of any/all proven or pending cases in relation to offences against children and offences of a sexual nature.

The successful applicant will enter a contract with Thrive Networks. The consultant will act as an independent contractor in the performance of its duties under this contract. Accordingly, the consultant shall be responsible for payment of all taxes arising out of the consultant's activities in accordance with this contract.

6. Budget

The budget for this evaluation is USD \$40,000 - \$45,000 including travel costs required for field work.

7. Consultant/s profile

We seek a small multidisciplinary team for this assignment who would bring specific experience with and knowledge of:

- Evaluation – particularly methods for quantitative and qualitative data collection, analysis and interpretation, and OCED principles and criteria for evaluations
- Theory of change and logframe

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- WASH service delivery and FSM in accordance with JMP service levels
- Water safety plan and climate change
- Gender equality and social inclusion – particularly as it relates to transforming systemic and cultural norms
- Experience and/or knowledge of the rural Vietnam context
- Experience in conducting evaluations for multi-year funded international development projects with multi-stakeholders;
- Strong report writing and communication skills to present evaluation results for range of audience in Khmer and English;
- Availability and willingness to travel within Vietnam. It is preferable that the consultant/s is/are living in Vietnam

8. Contact, application and required documents

If there is interest in this consultancy, please send an EOI and application documents with the subject **Endline Evaluation Consultant for WOBA Vietnam** to Dr Lien Pham (lien.pham@eastmeetswest.org) by COB 3 October 2022. The application pack must include:

1. An EOI consists of up to three pages including:
 - statement of the expertise you or your team will bring to this evaluation, with reference to the consultant profile
 - description of the proposed approach and methodology for the evaluation, including an indicative workplan.
2. CV for each proposed evaluation team member and details of two referees
3. Full budget including daily rates for team members (inclusive of GST), number of days required and anticipated reimbursable expenses
4. Please provide 2-3 executive summaries from recent evaluation reports written by the lead evaluator(s).
5. Availability over the evaluation period

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