



CONSULTANCY TERMS OF REFERENCE

TITLE: External Endline Survey of the “Kulea Watoto-Nurturing Children” project
LOCATION: Kampala, Kyegegwa-Kyaka II and Yumbe-Bidibidi
START: June 2025
END: July 2025

Project Summary

Project Title	Kulea Watoto-Nurturing Children project
Project Type	Education and Livelihood
Project Duration	3 years
Type of Study	Endline Survey
Study location	Kampala, Kyegegwa, Yumbe
Number of target clients	6,438 (kampala 897, Yumbe 3073 and Kyegegwa 2468)
Number of target service points	Households reached; 6438, ECD s_ 146
Donor	Hilton Foundation
Duration of the assignment	2months
Expected start/end of assignment	15 th June 2025

International Rescue Committee (IRC) Background

The **International Rescue Committee (IRC) in Uganda** is a lead responder to the humanitarian and development needs of refugees and host communities through quality, client-centered, inclusive, and integrated health, livelihoods, protection, and education services that promote sustainability, resilience, peaceful co-existence, and partnerships. Operational **since 1998** in response to the humanitarian crisis in Northern Uganda resulting from the Lord's Resistance Army-induced conflict, the IRC has subsequently expanded to provide critical services for refugees and vulnerable Ugandans across the country.

Project Background and context

The International Rescue Committee is implementing the Kulea Watoto an initiative funded by *Hilton Foundation*, aimed at improving early childhood development and transforming livelihoods of refugees and host communities in Uganda by providing nurturing care and early childhood learning opportunities, and to build their own skills to generate income for their families. Kulea Watoto uses a unique two-generation approach to reach out to young children under five years of age and their caregivers in the districts of Yumbe, Kyegegwa and Kampala. To achieve this, the project offered learning sessions for parents and caregivers on responsive caregiving, provided early learning opportunities, improved links to children's services in local communities, livelihoods training, and start-up funding for promising business ideas. the project was implemented in partnership with four established local partners – including the AfriChild Centre, Madrasa Early Childhood Program Uganda (MECPU), Kabarole Research and Resource Centre (KRC Uganda) and Literacy and Adult Basic Education (LABE).

Project Scope

Kulea Watoto aims at improving access to quality early childhood development for children aged 5 years and under and transforming livelihoods opportunities for refugees and host communities in Uganda. To-date, the project has reached a total of **6,438 (Yumbe-3703, Kampala urban-897 and Kyaka-2468)** households with children aged 5 years and under (76% women headed and 24% male headed) of, which 73% are refugees.

Key result areas (Outcomes/Impact, Intermediate outcomes and outputs)



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Specifically, the project aimed at achieving the following objectives

- Objective 1: Empower households with responsive caregiving and early learning skills
- Objective 2: Improve economic well-being and household income generation opportunities
- Objective 3: Improve the availability of quality Early Childhood Development (ECD) services.
- Objective 4: Advocacy for an enabling environment for quality ECD service provision

To achieve the above objectives, the project implemented the following main activities under the different project objectives:

Objective 1: Implemented learning and activity sessions as groups or in-home visits; support caregivers in defining their own ECD action plans and implementing them; Inform caregivers on how to access essential ECD services in their communities.

Objective 2: Engaged agricultural communities to adopt nutrition-sensitive agricultural practices that can help meet children’s nutritional needs; contribute to household income; Start-up funding and enabling inputs given to progressive business ideas; Connect households to financial services, such as savings groups to stabilize their household and business finances; Link people to the private sector through on-the-job training and job placement.

Objective 3: Improved learning facilities through infrastructure upgrades; Develop play and supervised care groups for children facilitated by parents; Offer start-up funds to budget-trained ECD Management Committees for autonomous decisions on school development projects.

Objective 4: Identify the barriers to progress on relevant policy implementation thus far; evaluate steps to foster process; Identify key decision makers and influencers; Engage local ECD and livelihoods champions; train and mobilize for action.

Technical implementation approaches – Two Generation logic:

The project employed a unique two-generation approach to reach out to young children under five years of age and their caregivers. In this approach, at the onset of the action, project clients comprising of refugees and host populations in the target districts of Kampala, Kyegegwa and Yumbe were enrolled to receive education and Livelihoods services strengthening support for improved Early Childhood Care and Development (ECCD) outcomes in collaboration with various structures at community level, government line ministries, departments and agencies, the private sector actors involving suppliers, dealers and providers of inputs, output market and financial services. The partners - IRC, MECPU, LABE, KRC Uganda and AfriChild Centre play a facilitator role, making the different stakeholders collaborate to create sustainable systems and solutions. The Village Health Teams (VHTs)/the Village Education Committees (VECs) orient community members on the whole nurturing care package involving health-related topics, safety and security, responsive caregiving and impart early learning skills (learning through play); Paraprofessional teachers, and Parent Educators deliver child care packages with nutrition education and learning, and Care Group members provide peer to peer support to group members and neighbors on responsive care giving involving nutrition, and early learning; the Parish chiefs support to oversee mobilization and the Parish-Development Model, Village Savings and Loans Associations bring clients together for sharing, learning, and financial empowerment.

Framework



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With the rapidly evolving humanitarian context, it's important to evaluate the humanitarian response. This is important to promote accountability, learning, and transparency, and ultimately demonstrates the project's impact. The evaluation will also help the donor, IRC and the partners to adapt the project scope, build an evidence-based approach and invest in the activities that have the greatest potential to meet the client's needs.

During project implementation, the IRC and the partners conducted several assessments such as the baseline evaluation, a mid-terms assessment, Post Distribution monitoring surveys, business monitoring surveys and many more that continually informed the IRC and the Partners management of the project's performance, measure outcome level, and provide strategic recommendations for future programming.

This exclusively outcome level evaluation shall explore the project's design and up-to-date actions intended to positively contribute to reaching the project's main outcome “Improved wellbeing for children aged 0-5 years in refugees and host communities in Yumbe, Kyegegwa and Kampala”). The objectives of this outcome level final evaluation are to:

- Assess and validate progress achievement of the project outputs and outcomes.
- Identify learning opportunities by examining how and if the various project components are contributing to its overall success and goal.
- Explore how existing accountability systems have contributed to taking course corrective actions to maximize results during the period of project implementation.
- Assess client satisfaction with project services provided under Education and ERD sectors.

A multi-disciplinary team (comprising of education, health/nutrition, agriculture, economy) shall be engaged by the consultant to conduct an endline survey covering the five components of the nurturing care framework¹. They will be principally based on a cross-sectional survey using a structured questionnaire with responses being analyzed quantitatively. In addition, qualitative information will be obtained from semi-structured interviews and focus group discussion to triangulate the quantitative findings. The consultant shall ensure that the collected data and project log frame are in line.



Specifically, and in respect to Kulea Watoto's overall results framework, the endline survey and its sub-sections will assess the status of the different project indicators related to responsive care giving and early learning opportunities, economic wellbeing and income generation, availability of quality ECD services, and access to an enabling environment for quality ECCD service provision as well as knowledge, attitudes and practices related to nutrition, and family care practices for children aged five and under. The findings will be used to assess changes that were brought about by the Kulea Watoto project in the different communities where the project was implemented. In-between implementation, research that involved various

¹ **Nurturing care:** refers to the conditions needed by children to reach their full potential – keeping children safe, healthy and well nourished, paying attention and responding to their needs and interests, encouraging them to explore their environment and interact with caregiver and others.



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data collection exercises was conducted for evidence generation and monitoring purposes.

Purpose and scope of the Endline Survey

The major aim and purpose of the endline survey is to assess the outcomes and overall impact against the intended Goal, this includes changes in knowledge, attitudes, skills, and behaviors resulting from project interventions. The survey will also assess to the extent the project was implemented in alignment to the project Theory of Change.

Specific objectives of the Endline survey

1. To measure the extent to which the project Outcome, Output indicators were achieved allowing for comparison with baseline data to determine whether objectives/outcomes have been met.
2. To analyze changes in key variables from the baseline to the end line, providing insights into trends and the effectiveness of various strategies employed during the project.
3. To assess unintended effects/consequences may have resulted from the implementation of the project in all targeted areas?
4. To provide evidence-based recommendations for future programming, policy formulation, or scaling of successful strategies based on the insights generated from the survey.
5. To assess the level of collaborative partnerships between IRC and partner organizations enhancing the project's relevance, effectiveness, sustainability, efficiency and impact?
6. To Capture key lessons, best practices, challenges, and solutions that IRC and its partners make/applied to strategically improve their humanitarian response and deliver better outcomes for the affected communities. "What key lessons, challenges, and solutions that IRC and its partners applied to strategically improve their humanitarian response and deliver better outcomes for affected communities?
7. To what extent did clients perceive the quality of services provided by the project as meeting their needs and expectations? How satisfied were they with the relevance, accessibility and effectiveness of the services provided? What factors contributed to their satisfaction/dissatisfaction levels?

Based on the OECD DAC evaluation criteria of relevance, effectiveness, efficiency, impact, and sustainability, it is expected that the evaluation questions could be answered while addressing the following criteria:

- **Relevance** for meeting the targeted beneficiaries' needs, interests, and expectations.
- **Effectiveness** of the project activities in achieving the project objectives, the relation between inputs/resources and the results achieved on the output, outcome and impact level as relevant.
- **Sustainability**
 - (a) the extent to which project results, and effects/benefits are expected to continue after the donor intervention has ended.
 - (b) the extent to which the project supported institutional capacity building will continue to contribute to the emergency response and building the resilience, how realistic was the project's approach in achieving sustainable results for beneficiaries, particularly into its collaboration with internal and external stakeholders.
- **Efficiency:** Were the objectives achieved in a cost-efficient manner by the project implementation? Were there any alternatives for achieving the same results with less resources
- **Coherency:** How the project implementation was consistent with policies and government programs and interventions as well as the complementary role of government and partners.



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- **Impact:** How participation in the project affected the lives of the targeted clients, what changes did they notice positive and negative), what kind of skills or abilities did they acquire and how they have benefited from them, how they intend to use the acquired skills to deal with future challenges. The impact can also be assessed through analyzing the project impact indicators as outlines below.

Objective	Indicator
Outcome	1.0: % of young children aged 0-5 that are developmentally "on-track" according to a standard ECD assessment measuring social-emotional, cognitive, and physical outcomes.
Objective 1: Empower Households with Responsive Caregiving and Early Learning Skills in homes and at group level	1.1: % of caregivers and family members of children 0-3 have increased knowledge, skills, attitudes and actions that promote inclusive, responsive caregiving and play-based early learning behaviors
	1.2: % of caregivers who report increased access to essential ECCD services
Objective 2: Improve Economic Wellbeing and Household Income Generation Opportunities	2.1: % of Households reporting increased agricultural yields of focused crops or productivity of livestock in selected value chains
	2.2: % of Surveyed client households whose monthly household incomes increased from baseline to endline
Objective 3: Improved availability of quality ECCD services in homes and centers	3.1: % of young children participating in the program who access safe, and conducive care or learning environments
Objective 4: An Enabling Legal and Policy environment for quality ECCD service provision created	4.1: # of policies or practices newly adopted by government (actively implemented by the relevant Ministries, Departments, Agencies, district, division, sub-county)

The following guiding principles and values should be applied during the final evaluation as much as possible:

- **Independence:** The final evaluation team should work independently, and measures should be put in place to prevent bias.
- **Usefulness:** Final evaluation findings must be articulated clearly and in a way that maximizes the potential for these findings to inform decision-making.
- **Representativeness:** The evaluation should strive to include a wide range of clients, including different gender roles, age groups, ethnic groups and locations (e.g. urban and rural) as relevant to the project.
- **Gender, age and diversity sensitivity:** The evaluation must be gender sensitive and, where possible, try to assess the intended or unintended effects of the project on gender relations. The evaluation should go beyond disaggregation to look at how women and men engage differently with the project and data gathering methods should take gender considerations into account.
- **Conflict sensitivity:** The evaluation must be conflict sensitive and, where possible, try to assess the intended or unintended effects of the project on the conflict.
- **Disability sensitivity:** The evaluation must consider issues of mental and physical disability and, where possible, assess the intended or unintended effects of the project on those living with a disability.
- **Accountability:** The most vulnerable targeted by the project must be able to input and/or feedback into the design and management of the review.
- **Transparency:** Best practice is that review findings are made public. IRC should strive to share review findings and lessons with partners, affected populations and other relevant stakeholders.
- **Ethical principles:** The evaluation team should adhere to the highest standards of integrity using standard ethical principles and practices for research and evaluation



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Scope of the Study

The evaluation activities should cover a representative sample of Kulea Watoto interventions and locations mainly in Kampala, Yumbe and Kyegegwa districts.

The study focuses on gathering information on various result levels of the project.

- **Geographical Scope:** Regarding the geographical scope, the endline survey will cover districts in the Kampala, Yumbe and Kyegegwa districts
- **Content scope:** Of content scope, The major aim and purpose of the endline survey is to assess the outcomes and overall impact against the intended Goal, including cross-cutting themes on Gender Equality and Social Inclusion.
- **Time scope:** Regarding time scope, this endline survey will have to be completed within 30-60 working days from the date of contract signing.

Methodology

The final evaluation methodology should be determined by the selected evaluation team based on the evaluation scope and evaluation criteria listed above. Nonetheless, it is expected that the team will use a mixed methods approach that combines qualitative and quantitative data gathering and analysis techniques that apply a Do No Harm approach. The evaluation methodology activities should ensure representative sampling for beneficiaries reached in targeted locations. As part of the evaluation design, beneficiaries should be able to provide inputs to the evaluation tools during the piloting phase. The evaluation team should consider beneficiaries inputs to finalize the evaluation activities and tools. As part of the inception phase, the selected evaluators will refine the final evaluation proposal including the methodology in consultation with IRC and its partners for final approval. At this stage of the project and for a stronger methodology and better comparison of the changes, we suggest to target the same clients that were interviewed both at baseline-(1025 clients) and midline assessment-(1012 clients). however, final evaluation team should independently review the previous ‘baseline’, ‘Mid-Term’ project evaluation’s methodology to generate personal prospective to what worked and what could be improved.

The selected evaluation team will also have access to project data that was collected throughout the program’s life cycle using a variety of methods. Project documents such as the proposal, Performance Measurement Table, quarterly progress reports mid-term evaluation final report, Annual progress reports (narrative and logframe targets), and other IRC documents providing further programmatic insights such as; theories of change and research reports). IRC will also provide any relevant qualitative or quantitative local/national/international sources and datasets.



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Key Responsibilities

The selected consultants will be primarily responsible to:

- Make a presentation to the evaluation team on the technical proposal
- Develop an endline survey inception report including detailed methodology and proposed tools.
- Develop and implement a detailed endline survey workplan.
- Work closely with the KULEA WATOTO team during the design of the methodology/ tools; agree on the tools that will be used.
- Protocols and ethical review clearance. Seek clearance of the field activities and researchers from relevant authorities where applicable.
- Constitute, deploy, and supervise a competent endline survey team.
- Conduct endline survey results validation workshop.
- Sign the IRC Uganda Safeguarding Policy and abide by the terms and conditions thereof.

Responsibilities of IRC

- Develop the endline survey Terms of reference.
- Provide administrative support to the endline survey team e.g. introducing the endline survey to key stakeholders.
- Review and approve the study design, methodology, and data collection tools.
- Review reports and provide feedback to the consultant and approval of the final report. The reports include the Inception report and study report.
- Arrange or mobilize key stakeholders as per the agreed assessment methodology and work plan.
- Ensure compliance with contractual obligations between the study partners/stakeholders.
- Provide necessary documents to support the study.

Expected Outputs and deliverables

The following will be the expected deliverables of the consultancy; the evaluators will produce the following documentation and actions in the process of conducting the assessment:

1. Inception report: to include the study objectives and scope, sampling strategy and sample size, evaluation questions, data sources, analytical approaches and methodologies to be employed, data collection tools, a dissemination strategy, suggestions for participatory monitoring and evaluation ethical considerations including consent forms and data protection plan as well as an updated review timeline and budget.
2. Work plan including data collection processes as well as a quality assurance plan setting out the systems and processes for assuring the quality of the research process and deliverable (piloting of research activities and tools; training of enumerators; logistical and management planning; field work protocols and data verification; data cleaning and analysis).
3. Bi-weekly progress reports (one page) to be submitted to IRC to summarize review progress and identify any challenges
4. Draft evaluation report for review
5. Review meeting with key KW staff to discuss and validate findings and recommendations
6. Final endline evaluation report



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7. Final evaluation report summary in English (5-10 pages)
8. Final evaluation report summary in PowerPoint format
9. Presentation of final evaluation report in person or via Microsoft teams to IRC, partners and other relevant stakeholders.

Target respondents and geographic coverage

To-date, the project has reached a total of **6,438 (Kampala 897, Yumbe 3073 and Kyegegwa 2468)** households with children aged 5 years and under. 76% of these households are female-headed and in-terms of nationality, 73% are refugees.

Category	Kampala	Bidibidi	Kyaka	Total
Households reached	897	3,073	2,468	6,438
ECD Centers reached	24	69	53	146
ECD Management Committees – Av. 7 members per committee	168	483	371	1022
Key market stakeholders engaged by the project	5	5	21	31
Community leaders and Champions reached	62	30	45	150

Partners and geographic coverage.

S/N	Partner	Sector	District	Divisions/Sub Counties
1	IRC	ERD	Kampala	Kampala Central, Makindye & Rubaga Divisions
2	IRC	Education	Kyegegwa	Kyaka II refugee settlement & surrounding Host Community)
3	IRC	ERD	Yumbe	Bidibidi refugee settlement & surrounding Host community
4	KRC	ERD	Kyegegwa	Kyaka II refugee settlement & surrounding Host Community
5	Madrasa	Education	Kampala	Kampala Central, Makindye & Rubaga Divisions
6	LABE	Education	Yumbe	Bidibidi refugee settlement & surrounding Host community
7	AFRI Child	Research	Kampala, Yumbe & Kyegegwa	Kampala Central, Makindye & Rubaga Divisions Kyaka II& Bidibidi refugee settlements & surrounding Host Community)



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Required response to the Terms of Reference

Interested consulting firms or individuals should submit a technical and financial proposal based on the terms of reference.

- Technical profile of the firm/consultant. (Not more than 2 pages -other information can be included as annexes including sample copies of relevant work)
- Understanding of the terms of reference as advertised by Kulea Watoto project.
- The proposed methodology and approach for data collection and analysis
- Detailed survey plan for the exercise and clearly indicating the fieldwork including the staff-days required. Schedule of key activities preferably in a format such as a Gantt chart.
- The proposed composition and roles of the team members. Share the CVs for the consultants as annexes.
- Lead consultants should show evidence for human subject’s research training certificates (CITI, PHRP etc) received from a recognized institution.
- Detailed budget with justification. The external evaluation proposal should include a reasonable detailed budget to cover all costs associated with the evaluation. The detailed budget should include a breakdown of the lead investigator and research assistants’ wages and allowances, data collection and field work costs, data transcription and analysis costs, transport, and accommodation for the duration of the evaluation, etc.
- Additionally, provide a List of projects completed in the last 5 years, a minimum of two projects (project name, client, budget and sample report).
- **Note:** The technical proposal will carry a weight of 70% in the evaluation process. Only those bidders who meet the required technical threshold will proceed to the financial evaluation stage, which will constitute 30% of the overall score.

Expected profile of the consultant

- The team Leader shall have a master’s degree in education, Early Childhood Development, Social sciences, Agribusiness, Business, Economics, population studies or related fields. A doctorate is an added advantage. Preference is given to excellent expertise and qualifications in Early Childhood Development.
- Strong quantitative and qualitative research skills with strong experience in applying mixed research approaches and statistical software.
- The team leader must have over 7 years’ experience leading evaluations of a similar size, complexity, and character, as well as technical expertise in areas of education and livelihoods. Share sample of work done by the firm/consultant in the areas highlighted.
- Sound analytical skills to make observations, draw interpretations and identify lessons and recommendations.
- Experience in conducting Evaluation for complex humanitarian interventions and for refugee populations in Uganda is highly preferred
- At least 7 years of experience and use of qualitative and quantitative evaluation methods (collection and analysis).
- Proficiency in Microsoft Office Suite, quantitative and qualitative data analysis software (SPSS, STATA, EPIDATA, NVivo, ATLAS.ti, etc.).
- Evidence of official registration in Uganda as a consultancy firm or individual consultant (submit evidence of registration);



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Ethical considerations

- The Evaluation approach will consider the safety of participants and especially children at all stages of the evaluation including orientation, data collection, data analysis, and report writing.
- All names of individuals will be anonymized to protect the confidentiality of answers. Analysis and reports will be written carefully and checked closely to ensure this is maintained.
- Participation in the evaluation will be voluntary, and no compensation will be provided for participation except for participants in the FGDs who might be provided with a soft drink, but this will be decided by the consultant and if so, then it should appear in the budget that will be submitted.

Budget and Terms of Payment

Budget and logistics

The consultant is required to provide a holistic budget considering daily fees, travel and transportation, communication, and other logistics as needed, as well as VAT or related taxes

Terms of payment

The total consultant fee will be paid in **two (02)** payments – first instalment (**60%**) at start of the project upon signing of contract and approval of inception report and second instalment when the final approved Endline survey report is submitted. (**40%**) Upon each instalment payment, an interim completion certificate will be issued by finance signed by MEAL technical lead, procurement committee and project Team Lead. When the consultant prefers to be paid a whole sum amount after completion of the assignment, then, the supply chain will go by the decision of the consultant.

Outline of the report

The consultant shall propose an adequate report structure in view of the different components of the study, and the respective findings and analysis including tables/ graphics and text as suitable and required. An analysis plan should also be submitted as well.

Reporting

The consultant will report to the KW RMEAL manager and the Project Coordinator with oversight from the MEAL technical lead for overall strategic guidance and consultation with implementing partners (MECP, LABE, KRC Uganda and Africhild Centre) for the day-to-day management and coordination of the end-line evaluation.