

Terms of Reference Evaluation (TOR)

Endline Evaluation (External) of the Federal Ministry of Agriculture & Rural Development (FMARD) Capacity Support Project

About Sahel Consulting

Established in 2010, Sahel Consulting Agriculture and Nutrition Limited is committed to transforming Africa's agriculture and nutrition landscape. Sahel partners with government agencies, private sector companies, and leading international development organizations to conduct in-depth market research on key value chains, analyze and shape policies, develop strategies, launch innovative businesses and ecosystem solutions, organize convenings and provide training programs that promote sustainable agricultural development across Africa.

Our mission is to transform Africa's agriculture and nutrition landscape through tailored, innovative, and market-based research, strategic advisory services, training, and innovative business and ecosystem solutions, thereby impacting communities and achieving sustainable growth.

Context and Description of Project

Project Title	FMARD Capacity Support Project
Location	Nigeria
Duration	3 Years (2020-2023)
Donor:	Bill and Melinda Gates Foundation

The project is building on the work of previous investments to provide critical technical assistance to strengthen the capacity of the Federal Ministry of Agriculture and Rural Development (FMARD) to ensure the implementation of the Nigerian Government's Agricultural Development Strategy, which is aimed at transforming the agricultural sector to increase productivity and income of poor farmers, create job opportunities for the unemployed and improved livelihoods for millions of smallholder farmers, particularly women and youth.

Sahel Consulting provides oversight for the Support to the Nigerian Ministry of Agriculture and Rural Development project which includes two key interventions:

- 1) Technical support to the Ministry through embedded staff
- 2) Funding for targeted training and attendance of key staff of the ministry at specific convenings and programs to build specific technical skills within the ministry and ensure effective knowledge transfer across the ministry

The project is implemented across 3 years and included the following activities:

- i. Conduct of an in-depth needs assessment to identify technical gaps and relevant capacity-building activities for FMARD staff.
- ii. Development and delivery of tailored training content targeted at addressing identified capacity gaps.

- iii. Establish effective knowledge-sharing tools and processes to enable the dissemination of key learnings from the trained government officials to the broader FMARD team
- iv. Organize quarterly steering committee meetings to align on activities, evaluate progress and ensure continuity of activities in a bid to ensure ownership by FMARD leadership
- v. Interface with the FMARD project Steering Committee which will provide guidance and oversight for the intervention
- vi. Establish systems and structures for the utilization of the fund.

Purpose of the Evaluation

The purpose of the end-line evaluation is to provide an overall external assessment of the performance and the results of the project. The evaluation will focus on assessing the project intervention's relevancy, effectiveness, efficiency, sustainability, and where possible, impact.

Key Consultancy Activities

The final evaluation will cover the 3 years of the project and all the activities carried out in the context of the project. The consultancy includes, but may not be limited to:

- Conduct desk review of all relevant sources of information, such as the project documents, monthly reports, annual progress reports, and any other materials that the evaluator considers useful for this evidence-based assessment.
- Develop an evaluation matrix based on the evaluation criteria, related evaluation questions (and, where needed, sub-questions), the data sources required to answer the questions, data collection, and analysis. The evaluation should be based on the five criteria of relevance, effectiveness, efficiency, impact, and sustainability.
 - Relevance: Appropriateness of the project strategy to the actual needs and priorities of the target audience taking into account the circumstances. Is the project strategy appropriate and logical and does it work directly toward attaining the objectives?
 - Efficiency: Measures the outputs - qualitative and quantitative - in relation to the inputs. How well are the inputs and activities converted into outputs? Are the activities implemented in line with the plans? Are they implemented and are the outputs delivered in a cost-efficient manner?
 - Effectiveness: Contribution of the project results to the achievement of the project objectives. To what extent are the specific objectives achieved? What are the major factors that influenced the achievement or non-achievement of the objectives?
 - Impact: The positive and negative changes produced by the project, directly or indirectly, intended or unintended. What is the project's likely contribution to the overall objective?
 - Sustainability: Analyze to what extent the effects and results of the project are likely to last beyond its implementation period. What was put in place by the project to ensure the sustainability of the expected project outcomes? Collect lessons learned and good practices and express recommendations for the partners and stakeholders. The evaluation must provide evidence-based information that is credible, reliable, and useful.

- Conduct Key Informant Interviews/Focus group discussions with FMARD Capacity Support project managers, FMARD stakeholders and all partners as well as representatives of the target audience.
- Prepare an evaluation report providing descriptive overviews, laying out the facts and lessons learned, providing conclusions and recommendations, and finalizing the report on the feedback from the project team.
- Conduct a meeting with the project partners to validate the evaluation findings and recommendations.

Deliverables

1. An inception meeting report, including the agreed evaluation approach, outline of the report, timeline, work plan etc- 15th November 2023.
2. A draft report/first findings in English, including a table of contents, a brief introduction, the objectives and the methodology, and an evaluation of the project based on the evaluation criteria, observations, lessons learned, and conclusions as well as a list of recommendations and appendix (e.g. acronyms, list of interviewees, interview schedule, etc.).
3. A final report in English including recommendations and a presentation to the project partners (before 25th of January 2024), reviewing the main conclusions and recommendations of the evaluation. This presentation will then be used by Sahel and its partners to present the results to external stakeholders.

Budget- Please submit a financial proposal for completing the consultancy in local currency (Nigeria) including taxes.

Data protection

In carrying out the evaluation, the following confidentiality rules must be observed:

- All data relating to this project are confidential.
- The information is only accessible to those whose access is authorized.
- The FMARD project manager authorizes the external expert to list the data in paper or electronic media intended to carry out the activities entrusted to him. However, the project manager does not give the evaluator any right to use, disclose or publish the data or results obtained in the course of this activity.

Application Process

The application should consist of a 1-page expression of interest, highlighting relevant experience and also a technical proposal detailing your approach to the evaluation of the project, including methodology, budget, and references (maximum 3 pages).

Please send your application before 7th November 2023 to mwaziri@sahelconsult.com and. The subject of the email: "Application External Evaluation FMARD"