



## TERMS OF REFERENCE

### FINAL EVALUATION OF LAO CAI PWEL PROJECT

#### 1. Background

Oxfam in Vietnam is looking for a team of consultants to conduct final evaluation for project entitled “Enhancing economic leadership for ethnic minority women through market interventions in Lao Cai province” (PWEL project) which is co-financed by AusAID/ DFAT and Oxfam for the period 2011-2015. The project will phase out by June 30, 2015.

Poor Women’s Economic Leadership (PWEL/ WEL), refers to the processes and outcomes through which poor women are able to effectively participate in, and meaningfully contribute to, economic decision-making and to gain control over economic resources, on an equal footing with men – at the household, community, national and global levels. Oxfam’s vision is that ‘millions more women will gain power over their lives, and overcome the barriers that keep them in poverty’. To achieve this, poor women’s economic leadership will need to be strengthened at all levels, from the household to the global. By developing work on poor women’s economic leadership, Oxfam can make a significant contribution to overcoming poverty and addressing inequality, through all aims - greater gender equality, strengthened livelihoods, more right to a say, improved access to basic services and protection of life and security. For more information, please visit [PWEL](#).

Since April 2011, PWEL project has been implemented in Bat Xat and Muong Khuong districts of Lao Cai province. The project applies market interventions through the indigenous black pig value chain that addresses a range of issues from multi-dimensional aspects of access to productive resources, high quality inputs, to an enabling environment for ethnic minority women to participate in a fairer market and capacity to respond to shocks. The local partners for the project involve the Lao Cai Department of Agriculture and Rural Development (DARD), Agriculture Extension Centre (AEC) and the Lao Cai Provincial Women’s Union (WU).

The project objectives are:

- Objective 1** Ethnic minority women in Lao Cai province gain improvement in income generation through their active engagement in agricultural value chains and

household income generating activities.

**Objective 2** The position of women in the household and community is improved.

**Objective 3** Good practices on strengthening WEL at the household as well as community level are widely applied by provincial government and local communities.

The project has three expected outcomes:

**Outcome 1** The economic condition of 629 women and their families are improved by acquiring knowledge and skills as well as relevant supports from other market actors that enable them to develop their market – oriented small-scale production.

**Outcome 2** Ethnic minority women are empowered to bargain for gender equality within the household as well as community through knowledge and skills gained through active participation in market-oriented production and their positive contribution in total household income.

**Outcome 3** WEL issues will be mainstreamed in provincial socio-economic strategies and plans and selected central government programmes through active cooperation of some key government departments in Lao Cai province in implementation of the project and in advocacy work.

For more information about PWEL project in Lao Cai, please follow the link:

<http://www.oxfamblogs.org/vietnam/category/livelihoodssinh-ke/>

<https://www.youtube.com/watch?v=g9ZFeYmGOUU>

<https://www.youtube.com/watch?v=ABficD8YdK8>

## 2. Objectives of the final evaluation

- To measure project's achievements/failures and changes against designed objectives/ expected outcomes as well as allocated resources,
- To evaluate partnership between partners & Oxfam and partners' capacity to maintain the project's results after it phased out;
- To utilize and explore further the lessons learnt from the project implementation for better application by ethnic women & policy advocacy;
- To propose concrete recommendations for similar future projects or improving ethnic women's leadership and higher market access in the value chain;
- Assess whether the Mid Term Review recommendations have been implemented

### 3. Process and methodology

- Base on the PWEL framework, the project proposal and logframe - a set of participatory, creative and visual tools that might include focus group discussion, observations, in-depth interviews, and case study collection ...etc will be developed by the consultant team and agreed by Oxfam in advance;
- The review will be a combination between literature review and field work. Literature review includes (but not limited to) discussions with Oxfam staff and review of relevant project appraisals, reports, the mid-term review and other documents (the PWEL programme lessons learnt, the newspapers' articles, short films...etc) by Oxfam, its partners and beneficiaries;
- Field work must be taken place in Lao Cai province in June 2015.
- Oxfam will be kept updated about the evaluation progress for further feedback or advice.

Suggested key questions to be addressed:

<b>Effectiveness</b>	<ul style="list-style-type: none"> <li>• <b>What significant changes have occurred in the lives of the members of the producer groups and their families? Please provide evidence.</b></li> <li>• <b>What changes in policies, practices, ideas, beliefs and attitudes have occurred in specific institutions, groups and individuals? Please provide evidence.</b></li> <li>• <b>How can the project design and strategies be improved?</b></li> <li>• <b>Are the changes being brought about by the initiative valued by stakeholders? Which stakeholders? To what extent?</b></li> </ul>
<b>Efficiency</b>	<ul style="list-style-type: none"> <li>• How effectively and efficiently have the project resources been used?</li> <li>• Do the delivery mechanisms efficiently translate inputs into outputs, with minimum wastage?</li> <li>• Are the financial controls adequate? Do they adequately minimise wastage of resources?</li> <li>• Is the nature and magnitude of the outcomes / changes / impact sufficient to justify the resources invested?</li> </ul>

<b>Equity</b>	<ul style="list-style-type: none"> <li>• How far has greater equity been achieved between women and men, boys and girls, and between the ethnic groups? What evidence is there that the project benefits have reached poor and vulnerable individuals and communities?</li> <li>• How effectively and appropriately have the project beneficiaries and other stakeholders been involved at relevant stages throughout the project cycle?</li> </ul>
<b>Relevance</b>	<ul style="list-style-type: none"> <li>• To what extent was the intervention suited to the priorities of the producer group members and their communities and the programmes and policies of the partners?.</li> <li>• To what extent did the beneficiaries have sufficient ownership, capacity and resources required to achieve the intended results?</li> </ul>
<b>Sustainability</b>	<ul style="list-style-type: none"> <li>• What are the key lessons learnt and what are the key recommendations for future similar programmes?</li> <li>• How successful is the project in sharing lessons and experience across projects and at the national level?</li> <li>• What are the key successful project initiatives or approaches that are or are likely to be replicated for larger scale implementation by partners? Please describe.</li> <li>• To what extent are the project good models/ practices and results likely to be sustained?</li> </ul>

#### 4. Output

- Output of the evaluation will be documented in one report which takes into account entire review process and findings. The report should be prepared in both English and Vietnamese following Oxfam format and will not exceed 30 pages (not including annexes) .
- For comment convenience, first draft report should be in Vietnamese.
- A presentation on initial findings to Oxfam and its partners for feedback and recommendation will be held in Lao Cai in Vietnamese right after the field visit to Lao Cai province.
- The final report – both English and Vietnamese should include an executive summary, main body (that clarifies research methodology, progress and key findings), conclusion, recommendations and annexes.

## 5. Timing

Submission of proposal	By June 22, 2015
Field work	Between the fourth week of June and the first week of July
Submission of first draft	Between the second and the third week of July
Submission of second draft	By July 27, 2015
Submission of final report	By July 31, 2015

## 6. Profile of desired consultant team

The consultancy team should have different and complementary profiles (composition of team of men & women with more or less similar programme / project experience is preference):

### *Team Leader*

- At least master's degree either in economics, development studies or social sciences.
- In-depth knowledge of rural development, value chains, livelihood development and gender issues in Vietnam, particularly in relation to ethnic minorities;
- At least 10 years experiences with demonstrated monitoring and evaluation knowledge, skills and experiences of mountainous or rural development programme;
- In-depth knowledge of research methods with particular focus on participatory methods, including in-depth interviews, focus group discussions and product or behavior trials;
- Excellent analytical and writing in English and Vietnamese;
- Having understandings of customs and practices, gender relations, livelihoods of ethnic groups in Lao Cai province is an asset;
- Good understanding of Oxfam works in Vietnam would be an advantage;
- Vietnamese national.

### *Team member(s)*

- At least a Bachelor's degree in development studies, agricultural, social sciences or economics;
- At least 5 years of participatory monitoring and evaluation experiences;

- Good knowledge of rural development, agricultural value chains and livelihood development and gender issues in Vietnam, particularly in relation to ethnic minorities;
- Good knowledge of research methods with particular focus on participatory methods, including in-depth interviews, focus group discussions and product or behavior trials;
- Team work experience.
- Good analytical and writing skills in English and Vietnamese.
- Competent in using statistical software.
- Having understandings of customs and practices, gender relations, livelihoods of ethnic groups in Lao Cai province is an asset;
- Vietnamese national.

## 7. Submission of proposal

Closing date for application: 5pm, June 22, 2015.

Application package should include:

- A technical proposal in English detailing design, methodology, work plan, CVs that highlighting relevant qualifications and experience and proof of past consultancy services.
- 01 – 02 similar evaluation reports made by applicant team of leader and members;
- A financial proposal stating consultancy fees and other related expenditures (travel, accommodation, stationery...etc);

Proposals should be submitted via email to:

### **Ms Le Thi Sam**

Livelihoods Programme Officer

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Tel: 043945 4448 (ext: 703)

Email: [LTSam@oxfam.org.uk](mailto:LTSam@oxfam.org.uk)

Only short-listed candidates will be notified for interview.