Request for Proposal (RFP)

Date Issued: April 28th 2021
Solicitation Number: SU97646.04.2021
For: Recovery in Sudan for Improved Nutrition and Growth II (RISING II)
Funded By: USAID/BHA
Proposal Deadline: May 21st 2021

Background
Recovery in Sudan for Improved Nutrition and Growth II (RISING II) is being implemented to improve livelihood and nutritional needs of 28,060 households in 92 communities across all five states of Darfur, using mixed modalities and complementary activities to assist households to transition from emergency assistance to longer-term recovery programs. An 18-month project, RISING II was designed to build on and leverage results from RISING while expanding from three states (West, Central and South Darfur) to include North and East Darfur. The expansion aligns RISING with Taadoud implementation areas, allowing RISING II to reach vulnerable households in two states that are experiencing food insecurity rates equal to or higher than the current project areas. RISING II program activities leverage the livelihoods, nutrition and conflict mitigation components of Taadoud. The goals and strategic objectives of both programs are aligned, and approaches are designed to be complementary. The critical assumption to successfully achieving the project’s goal and objectives are i) Sudan’s leadership transition is peaceful and consortium partners are not prevented from working due to climatic, security, political, economic, or physical constraints, ii) Private sector partners remain engaged despite economic uncertainty and iii) See the log-frame in Annex 4 for more detail on these assumptions. The three strategic objectives of RISING II are; i) Communities have inclusive institutions and governance of natural resources, II) Livelihoods of food insecure people are improved, and iii) Households have improved nutrition behaviors.

RISING II focuses on mitigating the impact of shocks, preventing erosion of household assets and accelerating recovery for vulnerable returnee and resident households in the targeted communities. CRS leads a consortium including World Vision International (WVI), Norwegian Church Aid (NCA) and the Catholic Agency for Overseas Development (CAFOD). The consortium is complemented by private sector partners; Haggar & SAY Groups, DAL Innovative Agriculture Company (DIAC), a learning partner, Tufts University and seven local implementing partners. RISING II shares management, partners, and project structures with Taadoud.

Project Overview
1. End-line/Final Evaluation Objectives:

    The overall two purposes of the end-line/final evaluation is in the below table.

<table>
<thead>
<tr>
<th>i. To measure below quantitative changes compared to baseline situation</th>
<th>ii. To understand and measure below qualitative changes, effective strategies, lessons learned and recommendation of the program</th>
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<tbody>
<tr>
<td>Determine end-line values for the project outcome and impact indicators, validate and compare the progress with baseline and</td>
<td>Evaluate the achievements of the activity in relation to the goal, objectives, results, and targets.</td>
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identify the implementation gaps with justification and context-based recommendations
- Review the proposed assumptions within Logframe approach (LFA) and provide analysis and feasible recommendations for each
- Evaluate the activity’s effects on local markets, and how it affected certain groups of interest (women and men; the youth population; boys and girls, etc.).
- Evaluate the effectiveness and relevance of the modalities, transfers, and complementary interventions to achieve activity outcomes.
- Identify best practices, lessons learned, strengths, and challenges in the activity design, including the LogFrame, and implementation for achieving project achievements.
- Generate & provide draft Theory of Changes considering the existing key problems explored from the findings that are needed to be addressed through future programming.

The specific objectives are:

<table>
<thead>
<tr>
<th>End-line/Final Evaluation specific quantitative objectives</th>
<th>End-line/Final evaluation specific qualitative objectives</th>
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<tbody>
<tr>
<td>- Analyze and compare current situation (after project implementation) with baseline on market opportunities including existing gaps, vulnerabilities, and challenges to be addressed.</td>
<td>- Assess the extent to which RISING II accomplished its stated goal and objectives.</td>
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<tr>
<td>- Analyze and compare project’s end-line with baseline situation on comprehensive household’s livelihood situation and their capacity in relation to voucher/cash relief - including but not limited to an analysis of purchasing patterns, transport and distribution networks and market analysis relating to the functionality, rural market drivers and their role in creating enabling conditions for the different livelihood groups, covering contextual factors and identifying the gaps to be addressed.</td>
<td>- assess the efficiency, effectiveness, relevance, impact, and coherence of RISING II implementation</td>
</tr>
<tr>
<td>- Analyze what extent the communities have inclusive institution and governance of natural resources-including household’s adoption of improved agriculture practices, access to financial and business services.</td>
<td>- Answer key questions related to lessons learned, best practices, sustainability, and recommendations for future programming; and</td>
</tr>
<tr>
<td>- Analyze households’ project-end nutrition and hygiene behaviors and access to nutrition services compared to the baseline situation.</td>
<td>- Document/summarize the overarching lessons learned to a wider audience including partner organizations, donors, Government of Sudan and other stakeholders.</td>
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</tbody>
</table>
Scope of Work (SOW)
Please find full SOW in Annex B

Communication
During the procurement process which includes both the solicitation and evaluation stages all communications will be directed to the Procurement Specialist Kathleen Mackin (kathleen.mackin@crs.org). Only upon award, can communication between selected bidder and Program Staff can commence.

Clarifications
Questions must be submitted via e-mail to kathleen.mackin@crs.org no later than close of business May 11th, 2021. The solicitation number indicated above must be included in the subject line. Responses will be provided to all known offerors. CRS is under no obligation to respond to questions that are not received prior to the aforementioned deadline.

Proposal Deadline
All proposals must be received by CRS (to kathleen.mackin@crs.org) no later than [11:59 PM for electronic submission] May 21st, 2021. The solicitation number indicated above must be included in the subject line. All

Modification
If at any time prior to award CRS deems there to be a need for a significant modification to the terms and conditions of this RFP, CRS will issue such a modification as a written RFP amendment to all competing offerors. No oral statement of any person shall in any manner be deemed to modify or otherwise affect any RFP term or condition, and no offeror shall rely on any such statement. Such amendments are the exclusive method for this purpose.

Resulting Award
As a result of this solicitation, CRS anticipates engaging a single independent contractor/company in a single fixed price contract.

Any resulting contract will be subject to the terms and conditions contained in Annex A – Form of Contract

Payment Terms
Payment will be made according to milestones as expressed in the final contract signed by both CRS and the consultant.

Proposal Guidelines and Instructions
Offerors will be required to submit two proposals, electronically, one a technical proposal and the other a cost proposal. All proposals must be signed and valid for a minimum of ninety (90) days.
Your proposal should provide basic information about your Company/Individual and relevant service offerings. It should have a section addressing each of the following areas:

(a) Company/Individual Profile
(b) Qualifications
(c) Past Experience
(d) Technical Approach (offeror will be evaluated based on their responsiveness to the Scope of Work)
(e) References
(f) Relationship disclosure and mitigation plan

Responses should include the following information and speak to the bidder’s ability to meet the criteria listed.

1. **Technical Proposal**

   a. **Company/Individual Profile**

   b. **Qualifications**
      - Relevant qualification and experience in agriculture, health, environment, social sciences or development studies or statistics. The project has an important resilience capacity component; therefore, the agency/team should have very strong professional skills and previous experiences in resilience project evaluation.
      - Strong knowledge and skills of quantitative and qualitative research methodologies and sampling strategies and practical experience of managing wide scale surveys with multiple indicators.
      - Working experience (in a leading position) of at least 5 years of designing, implementing and guiding Interim, baseline and evaluation surveys of food security, health, nutrition and income saving. Preferably, working experience in designing and implementing of monitoring and evaluation system for resilience and emergency food for peace programs with experiences in developing quantitative and qualitative study/survey design, conducting surveys and statistical analysis and development of high caliber reports based on program indicators.
      - Strong proficiency with data analysis packages such as SPSS or STATA
      - Excellent communication and written skills in English (required) and Arabic (an advantage). Local language skill is an advantage.
      - Capacity-building and training experience

   c. **Past Experience**
      - Previous successful project evaluation experience in Sudan context for international organizations.
      - Experience in mixed-methods evaluation design, methods, management, for USAID programs.
      - Proven ability to manage evaluations of a similar size.
d. Technical Approach

- Proposal illustrating the technical approach to demonstrate the team’s capability in relation to the Scope of Work (listed in Annex B)
- Realistic timeline
- Comprehensive Approach
- Evaluation design
- Supervision/remote work of local firm/researchers
- Planned time in the field
- Writing examples that convey understanding and skillset applicable to the project

e. References

- Submit three (3) client references for each key member of the proposed client service team or for the organization

f. Relationship disclosure

- Describe any current or past relationships your organization may have with CRS, and if it is a potential conflict of interest. If there is a potential conflict of interest, please explain how this risk will be mitigated.
- Describe any personal or familial relationships any employee of the Contractor has with any employee of CRS. If there is a relationship, please explain how any conflict of interest risk will be mitigated.
- Disclosure does not automatically disqualify offeror.

Per ADS 201.3.5.14, all team members will be required to provide to CRS and USAID a signed statement attesting no conflict of interest or describing an existing conflict of interest relative to the project or activity being evaluated (i.e., a conflict of interest form).

2. Cost Proposal

The cost proposal should be inclusive of all anticipated costs as the financial evaluation will be based on total fixed cost.
Offerors financial proposal should include the following:

- Budget
  - Summary of costs
  - Wages of International and Local Staff (not including data collectors which are hired by partners and local government)
    - LOE
    - Daily Rate
  - Travel, Visas, Transportation, Per Diem
  - Other Direct Costs
  - Indirect Costs
In evaluating the proposals, CRS will seek the **best value for money** rather than the lowest priced proposal. CRS will use a three-stage selection procedure:

- The first stage will consider the completeness of the bid submission.
- The second stage will evaluate the Technical Proposal.
- The third stage will evaluate the Cost Proposal for proposals that pass the Technical Proposal evaluation.

After the three stages of evaluation, due to the complexity of the project, finalists could be invited to interview with the Program Manager.

The evaluation of each **technical proposal** will be scored by a committee in accordance with the criteria category table below:

<table>
<thead>
<tr>
<th>Criteria Category</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Bid Submission</strong></td>
<td></td>
</tr>
<tr>
<td>• Bid submitted on time</td>
<td></td>
</tr>
<tr>
<td>• Offeror is eligible to receive funding per background checks</td>
<td></td>
</tr>
<tr>
<td>• Bid includes Team CV, writing samples and technical approach to SOW</td>
<td></td>
</tr>
<tr>
<td>• Any potential conflict of interest</td>
<td></td>
</tr>
<tr>
<td>• References</td>
<td></td>
</tr>
<tr>
<td><strong>Qualifications</strong> – CV and skill of Evaluation Team</td>
<td>30</td>
</tr>
<tr>
<td><strong>Past Performance</strong> – Writing samples, past evaluations, and related deliverables</td>
<td>15</td>
</tr>
<tr>
<td><strong>Technical Approach</strong> – Offeror will be evaluated based on their responsiveness to deliverables</td>
<td>45</td>
</tr>
<tr>
<td><strong>References</strong> – Three (3) client references</td>
<td>10</td>
</tr>
<tr>
<td><strong>Total Weight</strong></td>
<td>100</td>
</tr>
</tbody>
</table>

The evaluator will tally all the individual scores for each section and calculate the average score. The total average scores will be added to obtain the total points achieved by the individual bidder.
The score for the **cost proposal** will be calculated in the following manner:

Cost proposal score = 100 x Lowest Proposed Cost / proposed cost under consideration. The lowest proposed cost will receive the full 100 point.

The total score will be calculated as follows:

**Total Score** = Technical proposal score of the proposal under consideration multiplied by 80% plus (+) Cost proposal score of the proposal under consideration multiplied by 20%.

CRS is not bound to accept the lowest or any proposal and reserves the right to accept any proposal in whole or in part and to reject any or all proposals.

CRS shall not be legally bound by any award notice issued for this RFP until a contract is dually signed and executed with the winning offeror.

**Terms**
CRS reserves the right to cancel this solicitation at any point and is under no obligation to issue a contract as a result of this solicitation.

CRS will not reimburse any expenses related to the preparation of any proposal related materials or delivery.

**Agreement**
Any resulting consulting agreement will be subject to the terms and conditions contained in Annex A.

Thank you,

Kathleen Mackin  
Procurement Specialist  
Catholic Relief Services
This CONSULTING AGREEMENT (the “Agreement”) is entered into as of , 20 , between CRS - UNITED STATES CONFERENCE OF CATHOLIC BISHOPS ("CRS") and (“Consultant”). In consideration of the mutual covenants and promises set forth below, CRS and Consultant agree as follows:

Article I
DUTIES AND TERMS

1. Scope of Services. CRS hereby engages Consultant to perform consulting services, as set forth in the attached Scope of Work (the “Services”), on the terms and conditions described in this Agreement. Consultant hereby accepts the engagement as a consultant to CRS and agrees to provide the consulting services set forth in the Scope of Work on the terms and conditions described in this Agreement.

2. Independent Contractor. Consultant shall provide services under this Agreement as an independent contractor, and not as an employee or agent of CRS or any subsidiary or affiliate of CRS (collectively, a “CRS Entity”). Nothing in this Agreement shall at any time be construed so as to create the relationship of employer and employee, partnership, principal and agent, or joint venture between Consultant and any CRS Entity.

3. Term of the Agreement. The term of this Agreement (the “Consulting Period”) shall be determined by the Start and End dates indicated in the Project Information section of the Consultant Requisition, which is attached hereto and incorporated to this Agreement by reference. The Agreement may be terminated before the end of the Consulting Period only in the circumstances described in Article IV. In the event that CRS and the Consultant wish to extend this agreement beyond the expiration date, the parties will mutually agree in writing to the extension prior to the End date. Absent such written agreement, the Agreement will automatically expire on the End date.

4. Time and Attention. Consultant shall devote such time and attention to Consultant’s duties under this Agreement as may be necessary to discharge the duties properly, and Consultant shall exert Consultant’s best efforts in the performance of the duties. Consultant shall not be subject to a fixed work schedule, but shall be available, consistent with Consultant’s personal needs and other commitments, to provide the services set forth in the Scope of Work during the Consulting Period. Notwithstanding this section, with regard to any
and all dates and time periods set forth or referred to in this Agreement, the attached Scope of Work and the attached Consultant Requisition, time is of the essence.

2. **Business Activities.** Consultant’s services under this Agreement shall not cause Consultant to be directly involved in the business operations of CRS. Consultant shall have no responsibility for the day-to-day management of any CRS Entity, nor shall Consultant supervise, or be supervised by, personnel of any CRS Entity. Consultant shall have no authority to execute any document or enter into any contract on behalf of a CRS Entity, or to bind a CRS Entity in any relationship with a third party.

3. **Non-exclusive Agreement.** CRS acknowledges and agrees that during the Consulting Period, Consultant is free to engage in other business activities or to provide consulting services to other parties without the approval or consent of any CRS Entity.

4. **Reports and Data.** All reports and data prepared by Consultant in connection with the services performed under this Agreement shall be the property of CRS and shall not be used by Consultant in connection with any other activity.

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### Article II

**COMPENSATION AND EXPENSES**

1. **Compensation.** As compensation for Consultant’s services under this agreement, CRS shall pay Consultant in the amount, by the method, and in accordance with the payment period/frequency schedule stipulated on the Consultant Requisition, which is attached hereto and incorporated in this Agreement by reference. Consultant shall receive no other compensation for providing services under this Agreement. On an agreed upon basis, the Consultant shall submit to the CRS Contact Person an itemized invoice, preferably by email, for the Services, and/or any additional Services, based on the payment terms as set forth in the Consultant Requisition and any authorized expenses incurred. For any US bank used for payment, the Consultant can be paid by check or direct deposit and for banks outside of the US, the Consultant will be paid by wire transfer.

2. **Equipment and Work Space.** Consultant shall provide basic office equipment (including computer, fax machine, and/or copier) and work space at Consultant's expense as necessary to provide services under this Agreement. If it is necessary for Consultant to perform consulting services under this Agreement at CRS's place of business or using CRS's specialized equipment, CRS may provide temporary work space or may make available specialized equipment to Consultant to the extent CRS deems necessary.

**Business Expense.** Consultant may hire at Consultant's own expense, without prior approval of any CRS Entity, any assistants or other personnel necessary to enable Consultant to provide services under this Agreement. Consultant shall be responsible for any
such business expense incurred by Consultant in connection with the performance of services under this Agreement. CRS shall not reimburse Consultant for any such business expense.

4. **Other Expenses.** CRS shall reimburse Consultant for reasonable expenses incurred in connection with the performance of the Services solely to the extent identified on the Consultant Requisition. Invoices for such reimbursable expenses shall be submitted to the CRS Contact Person identified on the Consultant Requisition for approval, together with all supporting documentation reasonably required by CRS, and CRS shall pay such invoices within thirty (30) days following such approval. Consultant shall maintain books and records supporting all reimbursable expenses incurred in connection with performance of the Services for the duration of this Agreement, and for a period of four (4) years thereafter. CRS shall have access during Consultant’s regular business hours to such books and records of Consultant as required to verify any and all reimbursable costs.

5. **Travel Arrangements and Expenses.** In order to contain costs and to benefit from economies available to humanitarian organizations, CRS will arrange for and provide to the Consultant the travel reasonably required to perform the Services under this Agreement. Upon CRS’ prior written approval, the Consultant may arrange for actual, reasonable, out-of-pocket expenses for such travel reasonably required to perform the Services under this Agreement and submit such expenses to CRS for reimbursement in accordance with the payment structure described above in Article II (4). Consultant shall be bound by CRS requirements and policies, provided, in writing, by the CRS Contact Person to the Consultant.

6. **Severance and Benefits.** During the Consulting Period, Consultant shall not be eligible to participate in, or to earn any benefit under, any employee benefit plan, fringe benefit program, bonus or incentive program, or other compensation arrangement of a CRS Entity (including, but not limited to, any comprehensive medical insurance, workers’ compensation, disability insurance, accidental death or dismemberment insurance, life insurance, or any defined benefit plan or defined contribution plan sponsored by any CRS Entity). The preceding sentence shall apply throughout the Consulting Period even if Consultant is later reclassified as a common law employee for part or all of the Consulting Period. Consultant shall have no right to, and agrees not to, make any claim against CRS under any workers’ compensation or unemployment compensation statute. Nothing in this Agreement, nor any payments made to Consultant under this Agreement, shall be construed to reduce any severance payment or other benefit to which Consultant is or may become entitled as a result of Consultant’s employment by a CRS Entity before or after the Consulting Period. To the extent that Consultant is entitled to receive benefits under any compensation arrangement of a CRS Entity upon Consultant’s termination of service, Consultant acknowledges that the terms of the compensation arrangement and applicable law will determine whether the distribution of the benefit will be postponed while the Consultant provides services under this Agreement. For the avoidance of doubt, CRS will not pay for nor reimburse Consultant for medical insurance or medical evacuation insurance.
Article III
COVENANTS

1. **Personal Contract.** Subject to Article II, Section 3, Consultant acknowledges that CRS has contracted for Consultant's services in recognition of Consultant's knowledge and prior experience. Consultant agrees that this Agreement is personal in nature and Consultant shall not subcontract or assign any duties under this Agreement without CRS's prior written consent.

2. **Confidential Information.** Consultant acknowledges that during the Consulting Period, Consultant has been or will be entrusted with certain business, financial, technical, personnel, or other proprietary information and materials that are the property of CRS (“Confidential Information”). Consultant agrees that during and after the Consulting Period, Consultant will not directly or indirectly communicate, disclose, or use (except for the purposes of performing services under this Agreement) any Confidential Information. Consultant agrees that, at the expiration of the Consulting Period, or at any earlier termination of this Agreement, Consultant will promptly return to the CRS Contact Person identified on the Scope of Work all Confidential Information in Consultant’s possession, and Consultant will not keep or retain copies of such Confidential Information in any form whatsoever.

3. **Work Product.** Consultant agrees that all work performed by Consultant during the Consulting Period for any CRS Entity is a “work for hire” as defined under United States copyright law, and that all such work and any intellectual property rights contained therein, including (but not limited to) data, creative works, trademarks, patents, proprietary processes, and copyrights, (“Work Product”) is the property of CRS. All inventions and devices designed, created, developed, and/or built by Consultant, either alone or with others, in connection with providing the Services listed in the Scope of Work, shall be the property of CRS and Consultant shall execute such documents and assignments as may be necessary to vest the copyrights or patent rights therein in CRS. Consultant agrees that, upon request of CRS, at the expiration of the Consulting Period, or at any earlier termination of this Agreement, Consultant will promptly return to the CRS Contact Person identified on the Scope of Work all Work Product in Consultant's possession.

4. **Consultant Warranties; Conflict of Interest.** Consultant represents and warrants to CRS as follows: (a) Consultant has the expertise, experience and knowledge to perform and deliver the Services; (b) Consultant will use reasonable commercial efforts to perform and deliver the Services in a diligent and timely manner; (c) Consultant is not a party to any agreement which prohibits, and is not otherwise prohibited from, performing and delivering the Services; (d) any work product prepared by Consultant as a consequence of the Services will not misappropriate or infringe the intellectual property rights of third parties; (e) Consultant will perform and deliver the Services in accordance with the Scope of Work; (f) Consultant will comply with the U.S. Foreign Corrupt Practices Act (the “FCPA”) and its prohibitions regarding payment to foreign officials; and (g) Consultant will perform and deliver the Services in accordance with all applicable laws, ordinances, requirements, directions, rules, statutes,
regulations or lawful orders of any governmental authority or agency, including but not limited to the provisions of the FCPA.

Consultant represents and warrants that at the time of entering this Agreement, Consultant is not engaged, by contract or otherwise, in consulting or providing any services in any manner or capacity to a direct or indirect competitor of CRS that has not been previously disclosed to CRS during the negotiation of Consultant's engagement by CRS and this Agreement. A direct or indirect competitor of CRS for purposes of this Agreement is defined as any individual, partnership, corporation, and/or other business entity that engages in international relief and development. Furthermore, Consultant covenants and agrees not to consult or provide any services in any manner or capacity to a direct or indirect competitor of CRS during the duration of this Agreement unless express written authorization to do so is given by CRS. Consultant further acknowledges that even if such authorization is granted by CRS, the provisions of Article III, Section 2 (Confidential Information) are fully applicable.

5. **Employment and Income Taxes.** Consultant acknowledges and agrees that Consultant shall be solely responsible for the full amount of any federal, state, local, or foreign income, employment, or self-employment tax (including, but not limited to, any FICA, FUTA, SECA, and Medicare tax) associated with any payments Consultant earns or receives under this Agreement, and for any interest, penalty, or other addition that arises in connection with such tax. CRS shall not be responsible for withholding, depositing, or paying any amount of tax due to any government agency in connection with any payments Consultant earns or receives under this Agreement. CRS acknowledges and agrees that CRS shall not treat Consultant as an employee for federal, state, or local income or employment tax purposes with respect to the consulting services rendered under this Agreement unless CRS is directed in writing to do so by the relevant taxing authority.

6. **Compliance with Applicable Laws.** Consultant shall comply with all applicable laws and regulations in connection with Consultant's performance of this Agreement. Consultant shall indemnify and defend CRS from any and all suits, claims, or losses that CRS might suffer, pay, or incur as a result of Consultant's failure to comply with applicable laws or regulations.

7. **Compliance with Policy on Safeguarding and Code of Conduct and Ethics.** Consultant acknowledges, understands, and agrees to comply with (i) the CRS Policy on Safeguarding attached hereto as Appendix A and (ii) the substantive provisions of the CRS Code of Conduct and Ethics attached hereto as Appendix B.

**Article IV**

**PERFORMANCE AND TERMINATION**

1. **Disputed Work.** CRS may, upon notice to the Consultant, withhold payments for received work which is not performed in compliance with this Agreement and/or reasonably
question any item(s) reflected on the Consultant's invoice ("the Disputed Work"). Pending the settlement or resolution of the Disputed Work, the non-payment of these items shall not constitute a default of this Agreement. In accordance with the schedule stipulated on the Consultant Requisition, CRS shall pay all amounts due that are not in dispute. In the event CRS withholds any payments from the Consultant due to the Disputed Work, CRS shall concurrently provide the Consultant with a detailed written notice setting forth the reason(s) for such non-acceptance, and the Consultant shall have a reasonable opportunity to correct such work. Upon such correction, the withheld amounts will be promptly paid.

2. **Termination by Consultant.** Consultant may terminate this Agreement if CRS fails to pay the Consultant in accordance with the terms of this Agreement.

3. **Termination by CRS.** CRS may terminate this Agreement in whole or in part without penalty: (a) if the Consultant fails to comply with or breaches any of the material terms or conditions of this Agreement; (b) if the Consultant is unable or fails to carry out its obligations under this Agreement in a satisfactory or timely manner; (c) immediately, if the Consultant fails to comply with the CRS Policy on Safeguarding or the CRS Code of Conduct and Ethics; or (d) at its convenience and without fault of the Consultant upon fifteen (15) calendar days' written notice.

4. CRS may terminate this Agreement pursuant to (3)(a) or (3)(b) of this section upon fifteen (15) calendar days' written notice to the Consultant. This notice shall (i) describe the breach and (ii) state CRS's intention to terminate this Agreement.

**Article V**

**FORCE MAJEURE**

1. Neither Party shall be liable for its failure to perform under this Agreement (a) to the extent the non-performance is caused by events or conditions beyond that Party's control, and (b) provided that Party gives prompt notice to the other Party and makes all reasonable efforts to perform.

**Article VI**

**INDEMNIFICATION AND LIMITATION OF LIABILITY**

1. Consultant shall and does hereby indemnify, defend and hold harmless CRS, its affiliated entities, successors and assignees and their respective officers, directors, managers and employees from and against any and all claims for damages for personal injury or property damage, or any other claims, demands, losses, costs, expenses, obligations, liabilities, damages, recoveries, and deficiencies, including interest, penalties, and reasonable attorney fees and
or are related to any breach or failure of Consultant to perform any of the representations, warranties and agreements contained in this Agreement.

Article VII
NOTICES

1. All other general correspondence required or permitted under this Agreement shall be in writing and shall be deemed validly given when delivered by a method reasonably calculated to effect delivery under the circumstances, preferably by email. Whether that be by hand, by recognized professional courier service, by recognized overnight express delivery service, by First Class mail, certified, return receipt requested, or by email, written confirmation requested, addressed as follows:

**If to Consultant:** To the Consultant’s electronic or physical mailing address or addresses as indicated on the Consultant Requisition.

**If to CRS:** To the electronic address of the CRS Contact Person as indicated on the Consultant Requisition and to GSCMconsultancies@crs.org

Either party may change the email address to which notices are to be sent by giving written email notice of such change of address to the other. Any termination notice must be communicated by email.

Article VIII
ENTIRE AGREEMENT

1. This agreement embodies the entire understanding between the parties with respect to the subject matter of the Agreement. No change, alteration, or modification of this Agreement may be made except in writing signed by both Consultant and CRS.

Article IX
MISCELLANEOUS

1. **Severability.** If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall continue in full force and effect.

2. **Survival.** The expiration or termination of this Agreement for any reason shall not terminate the obligations or liabilities of the parties under Article I §7, Article II §6, Article III §2, Article III §3, Article III §6, Article VI, and the applicable portions under this Article IX §2, each of which shall survive any such expiration or termination.
Article X

APPLICABLE LAW

1. This agreement shall be governed by the laws of the state of Maryland.

IN WITNESS WHEREOF, the parties to this Agreement have duly executed and delivered this Agreement as of the day and year first above written.

CRS: Date

By:
Authorized HQ Global Supply Chain Management Unit Signature

Printer Name

Title

Consultant

Print Name
Annex I: Additional Required Clauses

I. General

1. CRS received award # [NUMBER] dated [DATE] (the “Award”) from the United States Agency for International Development (the “Donor”) for the implementation of a program entitled “[PROGRAM NAME]”. The Consultant understands and acknowledges that the Donor is the source of CRS’ funding for this Agreement and that the Donor’s regulations and other requirements (collectively, the “Regulations”) apply to the Consultant’s performance under this Agreement. The Consultant agrees to comply with the Regulations, including, but not limited to the applicable provisions of 2 CFR 200, 22 CFR 228 and the Mandatory and Required as Applicable Standard Provisions for U.S. Nongovernmental Organizations (the “Standard Provisions”). The Regulations are incorporated herein by reference and constitute an integral part of this Agreement. In particular, the Consultant understands and acknowledges the applicability of the following selected Regulations.

II. Record Retention, Access and Inspections

1. The Consultant shall keep, collect, transmit and store complete and accurate financial records, supporting documents, statistical records and all other records pertinent to the Consultant’s performance under this Agreement (the “Records”) in compliance with the requirements of 2 CFR 200.333 through 337 (Record Retention and Access). The Records shall be maintained in a manner that permits verification of the Consultant’s compliance with its obligations under this Agreement. The Records must be retained for a minimum of three years from the date of submission of the final invoice by the Consultant to CRS. This period shall be extended:
   a. if any litigation, claim or audit is started before the expiration of the three-year period, in which case the Records must be retained until all litigation, claims or audit findings involving the Records have been resolved and final action taken;
   b. when the Consultant is notified in writing by the Donor, cognizant agency for audit, oversight agency for audit, cognizant agency for indirect costs or CRS to extend the retention period; or
   c. if applicable law requires a longer retention period for the Records.

The recordkeeping duration set forth in sentence three of Article II.4 is superseded by this provision.

2. Each of CRS and the Donor and its respective representatives shall have the right to monitor and inspect activities related to this Agreement. In addition, the Consultant shall provide right of access (the “Right of Access”) to the Records and any other documents or papers of the Consultant which are pertinent to the Consultant’s performance under this Agreement to the Donor, Inspectors General, the Comptroller General of the United States and CRS, or any of their authorized representatives, in order to make audits, examinations, excerpts and transcripts. The Right of Access also includes timely and reasonable access to the Consultant’s personnel for the purpose of interview and discussion related to such documents. The Right of Access is not limited to the Record retention period required under this Agreement and applicable law but lasts as long as the Records are retained. The Right of Access, regardless of whether exercised, does not relieve the Consultant of its obligations under this Agreement. The right of access set forth in sentence four of Article II.4 is superseded by this provision.

III. Code of Conduct and Marking

1. The Consultant shall maintain written standards of conduct governing the performance of its employees engaged in the performance of its obligations under this Agreement, the
administration of this Agreement and any related contracts. No employee, officer or agent of the Consultant shall participate in the selection, award or administration of this Agreement or a contract supported by Federal funds if a real or apparent conflict of interest would be involved. Such a conflict would arise when the employee, officer or agent, any member of his or her immediate family, his or her partner or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in the firm selected for an award. The officers, employees and agents of the Consultant shall neither solicit nor accept gratuities, favors or anything of monetary value from vendors or parties to subagreements. The standards of conduct shall provide for disciplinary actions to be applied for violations of such standards by officers, employees or agents of the Consultant.

2. As a condition of receipt of this Agreement, marking with the USAID Identity of a size and prominence equivalent to or greater than CRS’, the Consultant’s, other donor’s or third party’s is required. The Consultant shall mark and brand its work performed under this Agreement and any public communications in accordance with CRS’ additional written instructions.

IV. Appendix II Provisions
1. The Consultant agrees to comply with the applicable provisions of Appendix II to 2 CFR 200, which provisions are incorporated herein by reference.

V. Debarment, Suspension, Ineligibility and Voluntary Exclusion (June 2012)
1. The Consultant certifies that neither it nor any of its affiliates or principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in United States Federal assistance programs or activities.

VI. Other Clauses
1. The Consultant shall not violate any applicable sanctions program or related law, including, but not limited to, the sanction regulations promulgated by the United Nations and the U.S. Government.

2. Pursuant to 2 CFR 200.112 (Conflict of interest), the Consultant shall disclose in writing any potential conflict of interest to CRS in accordance with applicable Donor policy. In addition, the Consultant shall comply with the whistleblower protections provided by applicable law, including, but not limited to, 41 U.S.C. 4712.

3. Pursuant to 2 CFR 200.113 (Mandatory disclosures) and the requirements of the Donor set forth in the Award, the Consultant shall disclose in writing to CRS all violations of Federal criminal law involving fraud, bribery or gratuity violations potentially affecting this Agreement. The Consultant must make this disclosure to CRS no later than thirty (30) calendar days after the date on which the Consultant becomes aware of such a violation.

4. The Consultant certifies, to the best of its knowledge and belief, that no funds have been paid or will be paid, by or on behalf of the Consultant, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with the making of any Federal cooperative agreement, the making of any Federal loan, the entering into of any cooperative agreement and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement. The Consultant shall require that the language of this certification be
included in the award documents for all subawards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans and cooperative agreements) and that all subawardees shall certify accordingly.

5. The Consultant agrees to comply with the requirements of 2 CFR 200.216 (Prohibition on certain telecommunications and video surveillance services or equipment).

VII. The Standard Provisions

The following tables list the titles of the Standard Provisions (version: file name 303maa_11192020 dated 11/19/2020). The applicability of each Standard Provision to this Agreement is indicated next to its title. The full text of the Standard Provisions is available at the USAID website (https://www.usaid.gov/ads/policy/300/303maa) and a copy of the Standard Provisions is available from CRS upon request. The Consultant agrees to comply with the terms of the Standard Provisions that apply to this Agreement as set forth below.

All references to “grantee,” “recipient” or similar terms shall be deemed to refer to the Consultant and all references to “Federal Subgranting agency,” “Grant Officer,” “Agreement Officer,” “Agreement Officer Representative,” “USAID,” “the Government” or similar terms shall be deemed to refer to CRS. In replacing these references as set forth above, inconsistencies may develop between the terms and conditions of this Agreement and the Standard Provisions. In the event of any such inconsistencies, the terms and conditions of this Agreement shall control.

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<td>M9</td>
<td>DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (JUNE 2012)</td>
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<td>TRAVEL AND INTERNATIONAL AIR TRANSPORTATION (DECEMBER 2014)</td>
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<td>OCEAN SHIPMENT OF GOODS (JUNE  2012)</td>
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<td>NONDISCRIMINATION AGAINST BENEFICIARIES (NOVEMBER 2016)</td>
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**REQUIRED AS APPLICABLE STANDARD PROVISIONS FOR U.S. NONGOVERNMENTAL ORGANIZATIONS**

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<td>RAA5</td>
<td>EXCHANGE VISITORS AND PARTICIPANT TRAINING (JUNE 2012)</td>
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<td>RAA6</td>
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<td>RAA7</td>
<td>PROTECTION OF THE INDIVIDUAL AS A RESEARCH SUBJECT (APRIL 1998)</td>
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<td>CARE OF LABORATORY ANIMALS (MARCH 2004)</td>
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<td>RAA9</td>
<td>TITLE TO AND CARE OF PROPERTY (COOPERATING COUNTRY TITLE) (NOVEMBER 1985)</td>
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<td>PROHIBITION OF ASSISTANCE TO DRUG TRAFFICKERS (JUNE 1999)</td>
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<td>The Consultant agrees that this Standard Provision is not applicable because condoms are not part of the work funded under this Agreement.</td>
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<td>RAA17</td>
<td>PROHIBITION ON THE PROMOTION OR ADVOCACY OF THE LEGALIZATION OR PRACTICE OF PROSTITUTION OR SEX TRAFFICKING (ASSISTANCE) (SEPTEMBER 2014)</td>
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ANNEX B: Scope of Work

Statement of Work (SoW) for an End-line/Final Evaluation for Emergency Food Security Program in Sudan ‘Recovery in Sudan for Improved Nutrition and Growth II (RISING II) ’

2. Background:

Recovery in Sudan for Improved Nutrition and Growth II (RISING II) is being implementing to improve livelihood and nutritional needs of 28,060 households in 92 communities across all five states of Darfur, using mixed modalities and complementary activities to assist households to transition from emergency assistance to longer-term recovery programs. An 18-month project, RISING II was designed to build on and leverage results from RISING while expanding from three states (West, Central and South Darfur) to include North and East Darfur. The expansion aligns RISING with Taadoud implementation areas, allowing RISING II to reach vulnerable households in two states that are experiencing food insecurity rates equal to or higher than the current project areas. RISING II program activities leverage the livelihoods, nutrition and conflict mitigation components of Taadoud. The goals and strategic objectives of both programs are aligned, and approaches are designed to be complementary. The critical assumption to successfully achieving the project’s goal and objectives are i) Sudan’s leadership transition is peaceful and consortium partners are not prevented from working due to climatic, security, political, economic, or physical constraints, ii) Private sector partners remain engaged despite economic uncertainty and iii) See the log-frame in Annex 4 for more detail on these assumptions. The three strategic objectives of RISING II are; i) Communities have inclusive institutions and governance of natural resources, II) Livelihoods of food insecure people are improved, and iii) Households have improved nutrition behaviors.

RISING II focuses on mitigating the impact of shocks, preventing erosion of household assets and accelerating recovery for vulnerable returnee and resident households in the targeted communities. CRS leads a consortium including World Vision International (WVI), Norwegian Church Aid (NCA) and the Catholic Agency for Overseas Development (CAFOD). The consortium is complemented by private sector partners; Haggar & SAY Groups, DAL Innovative Agriculture Company (DIAC), a learning partner, Tufts University and seven local implementing partners. RISING II shares management, partners, and project structures with Taadoud.

RISING II employs tailored interventions designed to help households move from crisis to recovery. Communities throughout Darfur have relied on humanitarian interventions for decades. Services, practices and resources ebb and flow with project cycles and donor interests. Based on CRS and consortium partners’ global experience in transformational programming, all activities, including the most critical life-saving interventions, engages community members to promote local ownership and continuation of practices after the project ends. RISING II engages communities to lay the groundwork necessary to begin building ownership for eventual sustainability. Aligned with the Government of Sudan’s (GoS) Darfur Recovery Strategy, this holistic community-based approach promotes transition from humanitarian response to recovery and sustainable practices. RISING II project included a robust baseline, Accountability, learning and evaluation component, which seeks to improve understanding and analysis of resilience in the Darfur context.

3. End-line/Final Evaluation Objectives:

<table>
<thead>
<tr>
<th>iii. To measure below quantitative changes compared to baseline situation</th>
<th>iv. To understand and measure below qualitative changes, effective strategies, lessons learned and recommendation of the program</th>
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</table>

The overall two purposes of the end-line/final evaluation is in the below table.
- Determine end-line values for the project outcome and impact indicators, validate and compare the progress with baseline and identify the implementation gaps with justification and context-based recommendations
- Review the proposed assumptions within Logframe approach (LFA) and provide analysis and feasible recommendations for each

- Evaluate the achievements of the activity in relation to the goal, objectives, results, and targets.
- Evaluate the activity’s effects on local markets, and how it affected certain groups of interest (women and men; the youth population; boys and girls, etc.).
- Evaluate the effectiveness and relevance of the modalities, transfers, and complementary interventions to achieve activity outcomes.
- Identify best practices, lessons learned, strengths, and challenges in the activity design, including the LogFrame, and implementation for achieving project achievements.
- Generate & provide draft Theory of Changes considering the existing key problems explored from the findings that are needed to be addressed through future programming.

The specific objectives are:

<table>
<thead>
<tr>
<th>End-line/Final Evaluation specific quantitative objectives</th>
<th>End-line/Final evaluation specific qualitative objectives</th>
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<tbody>
<tr>
<td>- Analyze and compare current situation (after project implementation) with baseline on market opportunities including existing gaps, vulnerabilities, and challenges to be addressed.</td>
<td>- Assess the extent to which RISING II accomplished its stated goal and objectives.</td>
</tr>
<tr>
<td>- Analyze and compare project’s end-line with baseline situation on comprehensive household’s livelihood situation and their capacity in relation to voucher/cash relief - including but not limited to an analysis of purchasing patterns, transport and distribution networks and market analysis relating to the functionality, rural market drivers and their role in creating enabling conditions for the different livelihood groups, covering contextual factors and identifying the gaps to be addressed.</td>
<td>- assess the efficiency, effectiveness, relevance, impact, and coherence of RISING II implementation</td>
</tr>
<tr>
<td>- Analyze what extent the communities have inclusive institution and governance of natural resources-including household’s adoption of improved agriculture practices, access to financial and business services</td>
<td>- Answer key questions related to lessons learned, best practices, sustainability, and recommendations for future programming; and</td>
</tr>
<tr>
<td>- Analyze households’ project-end nutrition and hygiene behaviors and access to nutrition services compared to the baseline situation</td>
<td>- Document/summarize the overarching lessons learned to a wider audience including partner organizations, donors, Government of Sudan and other stakeholders</td>
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</tbody>
</table>
4. ILLUSTRATIVE EVALUATION QUESTIONS/TOPICS

a) **Relevance: is the intervention doing the right thing?**
   i. To what extent does the intervention’s objectives and design respond to beneficiaries’, states, country, and partner/institution needs, policies, and priorities, and continue to do so if circumstances change?
   ii. To what extent does the objectives and design of the intervention sensitive to the economic, environmental, equity, social, political economy, and capacity conditions in which it takes place?
   iii. To what extent can the intervention be (or has been) adapted to remain relevant?
   iv. Are interventions appropriate for the target group based on the nature of their vulnerabilities?

b) **Achievements:**
   i. To what extent have the activity’s interventions adhered to planned implementation – schedules, participant targeting, resource transfer composition and quantities, inputs and service delivery, and outputs – and achieved intended goals, purposes, and outcomes?
   ii. Did interventions reach the appropriate target groups and individuals within the target areas?
   iii. How effective was the targeting approach in achieving the project goal?
   iv. What factors promoted or inhibited adherence to plans and targets?
   v. What problems and challenges did face to implement and achieve the project’s target & objectives effectively and how were problems and challenges managed?
   vi. What lessons were learned?

c) **Effectiveness and Efficiency of Interventions and Intervention Implementation:**
   i. To what extent did the activity consider gender equity, protection, age, physical and emotional challenges of the participants, and risks to participation in various interventions in project design and implementation?
   ii. How has management adapted the project design or implementation based on monitoring information and feedback from the target population?
   iii. What lessons were learned regarding program design and implementation?
   iv. What was the level of efficiency with regards to cost-per-project participant, timely delivery of the goods or services, and adjusting the transfer amount based on price and need changes?
   v. Are interventions effective for the target group based on the nature of their vulnerabilities?

d) **Unintended Consequences, Impact and Lessons Learned:**
   i. What changes—expected and unexpected, positive, and negative—did targeted participants, community members and other stakeholders associate with the activity’s interventions?
   ii. What factors appear to facilitate or inhibit these changes?
   iii. Which interventions appear to be more or less influential to activity outcomes? How do these changes correspond to those hypothesized by the activity’s LogFrame?

e) **Linkages, Layering, and Exit Strategies:**
   i. To what extent did the project take advantage of other USG and non-USG investments in the same space to facilitate linkages with complementary services, layering with earlier investments, and implementing an exit strategy/ies to minimize the dependency on external support.
   ii. To what extent did the project align and integrate with host government social protection strategy/policy/service delivery?

f) **Sustainability: will the benefits last?**
   To what extent does the net benefits of the intervention continue or are likely to continue (focusing on assessing the financial, economic, social, environmental, and institutional capacities of the systems needed to sustain net benefits over time. Involves analysis of resilience, risks and potential trade-offs)
g) **Coherence: how well does the intervention fit?**

- What extent other interventions (particularly policies) support or undermine the intervention, and vice versa. Includes internal coherence and external coherence? This includes are following.
  - What extent the RISING II project’s interventions have internal coherence that addressed the synergies and interlinkages under the project’s three strategic objectives and between other project’s intervention carried out by CRS or other institutes/government following the relevant international norms and standards.
  - What extent the project has considered the consistency of the intervention with other actors’ interventions in the same context including maintaining harmonization and co-ordination with others to avoid duplication of efforts and adding value.

5. **END-LINE/EVALUATION METHODOLOGY and CONSULTANT RESPONSIBILITY**

The end-line/ final evaluation study recommends a mixed methodology approach (quantitative and qualitative) for data collection and analysis to answer the evaluation questions as well as a literature review on existing condition.

5.1 **Qualitative Study**

The purpose of qualitative data collection is to assess the effectiveness of project management, systems, and processes established by the project, including strategies to improve gender equity both at the participant and project management level, protection issues, exit strategy and its implementation, performance monitoring, and conflict sensitivity. The qualitative evaluation must also capture lessons learned and best practices.

The evaluation team should use a variety of qualitative methods for collecting information. These methods, to the maximum extent possible, will ensure that if a different, well-qualified evaluator were to undertake the same evaluation, he or she would arrive at the same or similar findings and conclusions.

The evaluation team will design the overall qualitative study approach and should consider a variety of primary data collection methods, including semi-structured in-depth interviews, group discussions, and observations. The evaluation team leader and members will be responsible for collecting and analyzing the qualitative data.

5.2 **Quantitative End-line/Evaluation Survey**

The collection and analysis of quantitative survey data will be used as part of the final evaluation and will be compared with baseline findings and survey will utilize the same baseline data collection instruments, level of statistical precision, and statistical power. The evaluation will be designed to detect statistically significant changes in estimates from baseline to end-line for key indicators, described below.

Ideally, a quantitative end-line/evaluation survey will collect data from the project participants (primary sources) at the same season to ensure comparability of data. The following indicators to be included in the end-line evaluation:

i. Food Consumption Score (FCS): Percentage of households with poor, borderline, and adequate food consumption score
ii. Reduced Coping Strategy Index (rCSI): Required: Mean, standard deviation, confidence interval (95%), and median
iii. Household Hunger Score (HHS): Prevalence of households with moderate or severe hunger
iv. Percentage of HHs with equitable and uninterrupted access to shared natural resources (water, pastures etc) throughout the year.

v. Percentage of HH using improved natural resources.

vi. Number of months of HH food self-sufficiency as a result of improved agricultural production programming

vii. Percentage of beneficiaries reporting net income from their livelihood

viii. Number of hectares under improved agricultural methods

ix. Percentage of HH with access to sufficient seed to plant

x. Proportion of children 6-23 months of age who receive food from 4 or more food groups.

xi. Proportion of infants 0-5 months of age who are fed exclusively with breast milk

xii. Of people targeted by the hygiene promotion program who know at least three (3) of the five (5) critical times to wash hands

5.2.1 Sampling Strategy

RISING II Project recorded/registered participating households using a participant registration system. The participant register will be used as the best source of information to construct a sampling frame for the end-line/evaluation because it should perfectly reflect the target population.

The sampling frame will include the key elements; i) Unique household identification number ii) Household contact information (including name, physical location, primary phone number [if available and agreed], iii) Household characteristics (household gender composition, size, primary and secondary livelihood activities), iv) Intervention(s) received, v) Participant target criteria met

The updated actual participants databases with all the relevant information listed above will be collected for end-line/final evaluation. In developing the sampling strategy for the end-line/final evaluation, RISING II will use Two-stage Probability Proportional to Size (PPS) Cluster Sampling.

4.2.2 Sample Size Calculation

a) FCS, HHS, Exclusive Breastfeeding, Children received more than four food groups and rCSI

The below formula will be used for the proposed quantitative end-line/final evaluation to determine 937 households to be interviewed under RISING II. The project will use key indicators FCS, HHS, exclusive breastfeeding, and children receiving more than four food groups and calculate sample sizes separately for FCS, HHS, exclusive breastfeeding and children receiving more than four food groups and take the largest sample size. BHA does not require calculating a separate sample size for rCSI and other indicators as the minimum sample size required for above mentioned fours are found to be adequate in most cases to estimate rCSI and other proposed project indicators with the required level of precision.

\[
n_{\text{initial}} = \frac{D_{est}^2 \left[ \frac{1}{2} \left( \frac{z_{1-\alpha}^2 P (1-P)}{2} + \frac{z_{1-\beta}^2 P_{1,est} (1-P_{1,est}) + P_{2,est} (1-P_{2,est})}{\delta} \right) \right]}{\frac{\delta}{2}}
\]

Where: \( n_{\text{initial}} \) = is the initial sample size required by the surveys for each of the two time points

a. \( \delta = P1_{\text{est}} - P2_{\text{est}} \) = minimum effect size to be achieved over the time frame specified by the two surveys

b. \( P1_{\text{est}} \) = represents a survey estimate of the true population proportion \( P1 \) at baseline [If such an estimate is not available from prior surveys, 0.5 will be used]

\[
P = \frac{P_{1,est} + P_{2,est}}{2}
\]

c. \( P2_{\text{est}} \) = represents a survey estimate of the true population proportion \( P2 \) at evaluation
d. \( z_{1-\alpha} \) is the value from the normal probability distribution corresponding to a confidence level \( 1-\beta \).

e. For \( 1-\beta = 0.95 \), the corresponding value is \( z_{0.95} = 1.64 \). \( z_{1-\beta} \) is the value from the normal probability distribution corresponding to a power level of \( 1-\beta \). For \( 1-\beta = 0.80 \), the corresponding value is \( z_{0.80} = 0.84 \).

f. \( D_{est} \) is the estimated design effect (DEFF) of the survey.

Values used in calculating the sample are:

<table>
<thead>
<tr>
<th>Indicators</th>
<th>Baseline (( P_{1,est} ))</th>
<th>Assumed for end line (( P_{2,est} ))</th>
<th>( Z_{1-\alpha} ) at 95% CI level</th>
<th>( Z_{1-\beta} ) at 80% power level</th>
<th>Design effect (( D_{est} ))</th>
<th>( n) initial</th>
<th>Non-response adjustments</th>
<th>( n_f ) households</th>
</tr>
</thead>
<tbody>
<tr>
<td>Food Consumption Score (FCS):</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Percentage of households with poor,</td>
<td>0.47</td>
<td>0.62</td>
<td>1.645</td>
<td>0.84</td>
<td>2</td>
<td>271</td>
<td>15%</td>
<td>319</td>
</tr>
<tr>
<td>borderline, and adequate food</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>consumption score</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Household Hunger Score (HHS):</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Prevalence of households with moderate or severe hunger</td>
<td>0.208</td>
<td>0.108</td>
<td>1.645</td>
<td>0.84</td>
<td>2</td>
<td>327</td>
<td>15%</td>
<td>385</td>
</tr>
<tr>
<td>Percentage of children 0-5 months who are exclusively breastfed</td>
<td>0.457</td>
<td>0.657</td>
<td>1.28</td>
<td>0.52</td>
<td>2</td>
<td>80</td>
<td>15%</td>
<td>937(^1)</td>
</tr>
<tr>
<td>Proportion of children 6-23 months of age who receive foods from 4 or more food groups</td>
<td>0.193</td>
<td>0.393</td>
<td>1.645</td>
<td>0.84</td>
<td>2</td>
<td>126</td>
<td>15%</td>
<td>566(^2)</td>
</tr>
</tbody>
</table>

5.2.2 Sampling Frame

The end-line/final evaluation will be conducted in five states in Darfur. RISING II Project proposes where community and then households will be selected, hence Probability Proportional sample to size (PPS) recommended to proportionate sample size into different clusters/communities. The two-stage sampling will involve the selection of communities and households. This will ensure that households in the different clusters have the same chance to be selected at both levels of evaluation points (baseline and end of project evaluation). The sampling framework will be developed based on the participant register to appropriately reflect the target population and the project will provide community and households list to the consultant to do the sampling.

4.2.3 Selection of Primary Sampling Units, and Clustering at Each Stage of Sampling

RISING II will prepare/update project actual recipient/participant Households list before end-

\(^1\) Per demographic standard the maximum % of 0-5 months estimated 1.6%, of population and HH size used 6.6, Lambda used 0.11. As the sample size required for the same 95% confidence and 80% power for other indicators is extremely high as 1768 HHs, the sample size for this indicator was set for lower confidence of 90% and power of 70% which is 937 HHs

\(^2\) Similarly, the maximum % of 6-23 months estimated 4.5% of population, used CI 90% and power 70%
line data collection by the project partner staff. The consultant will propose number of communities from each state using PPS method and then number of households from a selected cluster using systematic sampling from the list of participants.

**Comparison of Baseline and End-line Data at Final Evaluation**

The baseline and end-line data will be statistically compared. The consultancy team need to analyze survey data using a statistical package SPSS/STATA/SAS/R and conduct a test of difference for all key indicators (i.e. FCS, HHS, Exclusive Breastfeeding, Children receiving more than four food groups and rCSI (if applicable) to detect change(s).

**4.2.5 Production of Indicator Estimates**

The report should include tables with the following information for each indicator:

<table>
<thead>
<tr>
<th>Indicator</th>
<th>Level of reporting</th>
<th>BL Indicator value</th>
<th>BL Confidence Interval</th>
<th>EL Indicator values</th>
<th>EL Confidence interval</th>
<th># of sampling unit interviewed</th>
<th>in EL, test of difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Food Consumption Score (FCS): Percentage of households with poor, borderline, and adequate food consumption score</td>
<td>Overall and disaggregates</td>
<td>Poor: 23.5%</td>
<td>(17.8, 29.1)</td>
<td>Bo: 29.4%</td>
<td>(24.5, 32.2)</td>
<td>Ac: 47.1%</td>
<td>BL = 924 EL =</td>
</tr>
<tr>
<td>Household Hunger Score (HHS): Prevalence of households with moderate or severe hunger</td>
<td>Overall and disaggregates</td>
<td>20.8%</td>
<td>(16.5, 25.1)</td>
<td></td>
<td></td>
<td></td>
<td>BL = 924 EL =</td>
</tr>
<tr>
<td>Percentage of HHs with equitable and uninterrupted access to shared natural resources (water, pastures etc) throughout the year.</td>
<td>Overall and disaggregates</td>
<td>at least 3 out of 5: 45.9%</td>
<td>(39.7, 52.1)</td>
<td></td>
<td></td>
<td></td>
<td>BL = 924 EL =</td>
</tr>
<tr>
<td>Reduced Coping Strategy Index (rCSI)</td>
<td>Overall and disaggregates</td>
<td>11.7</td>
<td>(10.3, 13.2)</td>
<td></td>
<td></td>
<td></td>
<td>BL = 924 EL =</td>
</tr>
<tr>
<td>% of HH using improved natural resources.</td>
<td>Overall and disaggregates</td>
<td>33.8%</td>
<td>(27.1, 40.5)</td>
<td></td>
<td></td>
<td></td>
<td>BL = 924 EL =</td>
</tr>
<tr>
<td>Number of months of HH food self-sufficiency as a result of improved agricultural production programming</td>
<td>Overall and disaggregates</td>
<td>4.6</td>
<td>(4.2, 4.9)</td>
<td></td>
<td></td>
<td></td>
<td>BL = 924 EL =</td>
</tr>
<tr>
<td>Percentage of beneficiaries reporting net income from their livelihood</td>
<td>Overall and disaggregates</td>
<td>72.9</td>
<td>(66.4, 79.4)</td>
<td></td>
<td></td>
<td></td>
<td>BL = 755 EL =</td>
</tr>
<tr>
<td>Number of hectares under improved agricultural methods</td>
<td>Overall and disaggregates</td>
<td>2.758</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>BL = 882 EL =</td>
</tr>
<tr>
<td>Percentage of HH with access to sufficient seed to plant</td>
<td>Overall and disaggregates</td>
<td>33.1%</td>
<td>(26.9, 39.3)</td>
<td></td>
<td></td>
<td></td>
<td>BL = 924 EL =</td>
</tr>
<tr>
<td>Proportion of children 6-23 months of age who receive foods from 4 or more food groups.</td>
<td>Overall and disaggregates</td>
<td>19.3%</td>
<td>(13.0, 25.5)</td>
<td></td>
<td></td>
<td></td>
<td>BL = 197 EL =</td>
</tr>
<tr>
<td>Proportion of infants 0-5 months of age who are fed exclusively with breast milk</td>
<td>Overall and disaggregates</td>
<td>45.7%</td>
<td>(31.8, 59.7)</td>
<td></td>
<td></td>
<td></td>
<td>BL = 85 EL =</td>
</tr>
<tr>
<td>% of people targeted by the hygiene promotion program who know at least three (3) of the five (5) critical times to wash hands</td>
<td>Overall and disaggregates</td>
<td>31.1%</td>
<td>(24.6, 37.7)</td>
<td>BL =924 EL =</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### 4.2.6. Qualitative indicators progress status

<table>
<thead>
<tr>
<th>Key areas/Indicator</th>
<th>Key status changes compared to baseline findings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communities current situation on market opportunities, gaps, and vulnerabilities and challenges to be addressed.</td>
<td></td>
</tr>
<tr>
<td>Communities comprehensive household’s livelihood situation and their capacity in relation to cash for work/cash relief and voucher- including purchasing patterns, transport, and distribution networks</td>
<td></td>
</tr>
<tr>
<td>The market situation relating to the functionality, rural market drivers and their role in creating enabling conditions for the different livelihood groups, covering contextual factors, and identifying the gaps to be addressed.</td>
<td></td>
</tr>
<tr>
<td>The most preferred and feasible cash transfer mechanisms in the project target areas</td>
<td></td>
</tr>
<tr>
<td>The community’s inclusive institution and governance of natural resources-situation including household’s adoption on improved agriculture practices, access to financial and business services</td>
<td></td>
</tr>
<tr>
<td>Household’s current nutrition and common hygiene behaviors and access to nutrition services</td>
<td></td>
</tr>
</tbody>
</table>

**Note:** Consultancy team will elaborate more/comprehensive SoW in other sections like sampling weights and the treatment of non-response, survey questionnaire, schedule, fieldwork operations, and team composition. **Output level Indicator:** All output level indicators (40 indicators) value mentioned in the logframe will be collected from the project monitoring records sheets (IPTT and quarterly progress report) and will be included in the final evaluation report.

### 4.2.7. Consultant Responsibilities:

The End-line/final evaluation will be led by an international external consultant with experience in emergency USAID/BHA programs and resilience that support food insecure households through an integrated programming (of improved food consumption, dietary diversification and food security/households hunger measurement experience and savings, integrated water and natural resource management techniques, improved hygiene practices, private sector linkages and market interaction, women and men joint decision making status, etc.) upon maintaining a strong coordination with Project’s MEAL Manager and Chief of Party (CoP). The consultant will work with consortium members and local enumerators (hired by the RISING II project’s partner) for data collection. RISING II partners will provide support on travel permits to the survey teams in the field. The consultant will lead the overall management of the end-line/evaluation design and implementation including sampling design, survey and evaluation data collection tools, capacity building for survey teams, [3 In this SoW, the international consultant will be referred as the consultant.](#)
data management and analysis, and report writing. The consultant will ensure that the survey team with whom it works have enough and qualified staff for data collection, entry, and supervision. Below are the key responsibilities of the consultant.

a. **Capacity Development of national data collectors:** The consultant will be responsible to build the capacity of national survey team to collect quality data both quantitative and qualitative, entry and supervision. RISING II Coordination unit and Consortium partners will support identification of national data collection team (both quantitative and qualitative data collectors) but it is the responsibility of the consultant to provide capacity building training and technical coaching during the time of data collection from the field.

b. **Secondary Review:** Project progress reports, baseline, Tufts university’s safety nets research report and other studies will be available for sharing with the consultant, as needed. Similarly, the consultant can carry out other relevant secondary data reviews as per need.

c. **Households Survey Design:** The consultant will draft the households survey design and protocol, including final sampling design, sample size and data management. This will include review and finalization of quantitative survey tools (questionnaire and data entry templates) and survey guidelines including data collection tools & process for endline/final evaluation. Overall, the consultant will provide detailed methodological guidance on preparation and design, data collection and management, training of survey teams and compilation of final interim evaluation report. Survey tools will require translation to Arabic. The consultant(s) will be required to design or adapt the following:

i. **Quantitative tools:** Results from this methodology and tool will provide responses to all the indicators to measure progress towards project’s indicators as per the attached Log-frame to have comparable data and supporting to evaluate the project’s efficiency, relevance, effectiveness, impact, sustainability and coherence (per DAC’s evaluation criteria)

ii. **Sampling:** The consultant will provide details on the sample protocol and sample size based on the project proposal and the nature of indicators in the Logframe. It should be well noted that the purpose of this end-line/final evaluation is to measure project progress against the indicators as well as overall project evaluation of RISING II. The sampling protocol should be sufficient size and representativeness to allow:

- reasonable levels of certainty that the findings are representative for the target population including adequate sample size from the most vulnerable peoples;
- reasonable ability to generalize the current practices and systems to similar contexts and,
- reasonable ability to generalize the project theory of change and assumption to bring the required behavioral change within the project period.

d. **Qualitative methods and tools:**

i. **Participatory stakeholders review and reflection meeting:** Subject to understand the project’s relevance, efficiency, effectiveness, impact, coherence and overall capturing best practices and lessons learned the consultancy team needs to propose, design and facilitate numbers of stakeholder’s participatory review and reflection meetings/workshops; i) with the livelihoods project participants representatives from farmers, agropastoral, pastoralist, nomads, host and returnees’ households, ii) with the participants of Natural Resource Management (NRM) communities, iii) with the nutrition supports participants, iv) with the Humanitarian Aid Commission (HAC) and line ministries personnel, v) with non-participants either in targeted or nearby of targeted communities to compare the project progress.

Alternatively, the consultancy team will be highly encouraged to use/apply the PRA tools/Most Significant Change (MSC) stories/process in initiating participatory stakeholders review and reflection process.

ii. **Review workshop/meeting with the Consortium and Local Partners:** To understand, assess the project efficiency and value for money the consultancy team needs to propose, design and facilitate review workshop/meeting i) with the consortium members and RISING II coordination unit ii) with the Local
Partners, iii) with other organization working in the same geographic locations, iv) with country management including finance, procurement, logistic and Human Resource (HR) and if possible, with the donor as well.

**e. Analysis and report preparation for End-line/Final Evaluation**

i. **Survey Implementation**: The consultant will make sure the end-line survey team have the capacity (both in the number of staff required and as well as the skills needed for data collection, entry and supervision) to implement the survey. As part of the methodology protocol, the consultant should provide specific requirements and support needed from RISING II to ensure proper implementation of the survey. The consultancy team needs to be present physically to observe and facilitate the participatory stakeholders review and reflection and staff review meetings.

ii. **Report**: The consultant will undertake both quantitative and qualitative data analysis and provide a single end-line/final evaluation report with references from other study/documents. The end-line/final evaluation, both quantitative and qualitative analysis (the consultancy team should clearly mention on how the qualitative data will be analyzed) tables should be attached with the report as an annex.

**5. Deliverables**

The following will be main deliverables during the consultancy service period.

1. End-line/final evaluation methodology report for both quantitative and qualitative – sampling framework, data collection and management strategy, support required from RISING II partners, survey implementation plan and training.
2. End-line/final evaluation tools for use in Federal and state level HAC approval.
3. Report on training of survey team (both quantitative and qualitative) on data collection, entry and supervision.
4. The survey database, data codes and analysis command files in SPSS/Stata with end-line/final evaluation report that addresses the survey objectives and the Logframe. The main body of the report should be no more than 30-35 pages, excluding additional annexes of data collection tools used in the study. The report should be submitted in English.
5. Presentation of RISING II end-line/final evaluation findings. RISINGII would like to have the consultant present the end-line/final evaluation findings and conclusions in a joint review meeting. CRS will further discuss this with the consultant of how it could be done.

**6. Time frame**

The End-line/Final evaluation is scheduled to take place May to August 2021 (total 75 person days). The following table indicates the tentative schedule for the end-line/final evaluation’s main activities. Consultant will provide an estimated work (person) days for discussion.

<table>
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<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>Survey methodology and tools review/preparation</td>
<td>Consultant</td>
<td>W2 W3</td>
<td>W1 W2 W3 W4</td>
<td>W1 W2 W3 W4</td>
<td>W1 W2 W3 W4</td>
<td></td>
</tr>
<tr>
<td>Tools &amp; training materials review and finalization</td>
<td>Consultant</td>
<td>W2 W3</td>
<td>W1 W2 W3 W4</td>
<td>W1 W2 W3 W4</td>
<td>W1 W2 W3 W4</td>
<td></td>
</tr>
<tr>
<td>Training on methodology &amp; tools for data collectors</td>
<td>Consultant</td>
<td>W2 W3</td>
<td>W1 W2 W3 W4</td>
<td>W1 W2 W3 W4</td>
<td>W1 W2 W3 W4</td>
<td></td>
</tr>
<tr>
<td>Federal HAC approval</td>
<td>RISING II</td>
<td></td>
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<tr>
<td>State level approval of survey tools</td>
<td>RISING II</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Data collection, entry &amp; supervision (both quant+ Qual)</td>
<td>Consultant</td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Analysis &amp; survey draft report (Quantitative + Qualitative)</td>
<td>Consultant</td>
<td></td>
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<tr>
<td>Presentation of draft findings</td>
<td>Consultant</td>
<td></td>
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</tr>
</tbody>
</table>
7. Qualification Requirements

i. Relevant qualification and experience in agriculture, health, environment, social sciences or development studies or statistics

ii. Strong knowledge and skills of quantitative and qualitative research methodologies and sampling strategies and practical experience of managing wide scale surveys with multiple indicators.

iii. Working experience (in a leading position) of at least 5 years of designing, implementing and guiding Interim, baseline and evaluation surveys of food security, health, nutrition and income saving. Preferably, working experience in designing and implementing of monitoring and evaluation system for resilience and emergency food for peace programs with experiences in developing quantitative and qualitative study/survey design, conducting surveys and statistical analysis and development of high caliber reports based on program indicators.

iv. Strong proficiency with data analysis packages such as SPSS or STATA

v. Excellent communication and written skills in English (required) and Arabic (an advantage)

vi. Capacity-building and training experience

8. Logistics and Facilitation

RISING II partners will provide logistical and data collection tools (including Android based tools if needed) approval support to the consultant and hiring and supporting the local survey team. RISING II partners will support the survey team for planning of vehicle transport and facilitating contact with project staff, partners, and local stakeholders and other necessary supports at the field level. RISING II partners will not arrange any accommodation and food for any of the consultant’s survey teams. Furthermore, the survey team is expected to provide their own computers, and any software necessary to produce the interim survey report in the appropriate format.

9. Working Relationship

Stakeholders Involved in the Survey: In coordination and collaboration with CRS, the consultant will work with each of the RISING II consortium members and their National implementing partners (NNGOs) in their respective geographic areas of implementation. In addition, government line ministries particularly Ministry of Agriculture and Rural Reconstruction (MoARR), Ministry of production and Economic Resources (MOP&ER), Ministry of Social Welfare (MoSW) and Ministry of Health (MoH) will have significant contribution to the project implementation and the consultant would be expected to have discussions and consider as part of the project stakeholders. Approvals of survey tools and method of data collection through government line ministries and HAC is compulsory, and the consultant must appreciate the context.

Review Committee: The Deliverables of this Consultancy service will be reviewed by a committee from the Program Managers (PMs) and other stakeholders. This will include the RISING II CoP, MEAL Manager, Project staff from all Consortium Members (CMs), CRS Regional Technical Advisors (MEAL, Agriculture & Environment, Health & Nutrition, and Microfinance), CRS HQ, USAID/BHA Programming Staff and M&E Officers.

Consultancy Contact Person: The Taadoud II & RISING II Consortium Project’s MEAL Manager