



Terms of Reference

FINAL PROJECT EVALUATION

Title: Consultancy to conduct final evaluation the project titled: **Preventing lost to follow up and sustaining HIV and TB treatment among migrant populations in Lesotho.**

Type of Contract: Consulting Firm

Timing of Assignment: (October to December 2023)

Commissioned by: IOM Lesotho Country Mission

1. PROJECT BACKGROUND

The International Organization for Migration (IOM) is implementing the mitigation for HIV/TB and COVID-19 program intervention supported by The Global Fund (TGF) through the Ministry of Finance – Project Management Unit (PMU). The project is titled: **“Preventing Lost to Follow up and Sustaining HIV and TB Treatment among Migrant Populations in Lesotho”** and was implemented in seven key migration affected border communities i.e. Qacha’s-nek, Quthing, Mafeteng, Maseru, Leribe, Butha- Buthe, Mokhotlong -Poli-hali as well as around factory areas of both Maputsoe (Leribe) and Maseru. With the overall objective to contribute to the health outcomes of Basotho migrants and migration affected communities through enhancing access to HIV, TB and COVID-19 related services in Lesotho, the activities in this intervention are designed to contribute to integrating migration and population mobility into current national plans for HIV, TB, and COVID-19 especially the promotion of continuity of care for HIV and TB patients among migrants and migration affected communities; and support to enhance the capacity of the Ministry of Health (MoH) and National Aids Commission (NAC) to implement and lead migration sensitive strategies in Lesotho.

The project interventions also aim at contributing to the health outcomes of Basotho migrants and migration-affected communities by enhancing access to HIV, TB, and COVID-19 related services in Lesotho. The intervention is designed to meet the following main programming priorities: a) integration of migration and human mobility into existing health and HIV-related policies and strategies, and b) strengthening cross-border collaboration to ensure coordination and optimization of care among cross-border populations and through outreach programs targeting migration-affected communities.

Additionally, the project seeks to develop and apply migrants-friendly service delivery to improve retention in care by addressing the specific needs of migrants and mobile populations. The following are the two outcomes of the project:

- **Outcome 1:** Government of Lesotho (MOH, NAC) and health partners apply migrant and population mobility sensitive approaches to addressing HIV vulnerabilities among migrants and migration-affected communities in the context of COVID-19 recovery.
- **Outcome 2:** Migrants are referred and have increased uptake of HIV, TB, and COVID-19 and other related services.

To achieve these outcomes, IOM contracted two NGO partners namely, Skillshare and Migrant Workers Association (MWA-LS) to (a) sensitize, refer and link a total of 45,500 migrants and persons living in migrant affected communities in Lesotho on migrant friendly HIV, TB, and COVID-19 services; where 37,500 migrants and mobile populations at the borders and along the border communities are expected to be reached through Skillshare while 8,000 Basotho migrants, mainly internal female migrants around the textile factory areas in urban areas are expected to be reached by MWA-LS; (b) to ensure that migrant-friendly services are available and People Living with HIV/AIDS (PLWHA) network are strengthened or made available to migrants; and (c) provide referrals to government health facilities for HIV, TB, COVID-19 and other health and non-health related services targeting migrants, mobile populations and persons living in migration affected communities.

2. EVALUATION PURPOSE AND OBJECTIVES

The purpose of this evaluation is to determine the extent to which the project contributed to its overall objective; assess on the general performance of the project against planned results and activities including contribution to capacity enhancement to implement mobility sensitive interventions by MoH and other health partners. The evaluation will further assess the preliminary indications of potential impact and sustainability of results; analyse whether the project has met the intended outcomes, as set out at project design as well as results matrix. To inform future similar programming, the evaluation will collate and analyse challenges, opportunities, best and promising practices together with lessons learnt. The evaluation will therefore broadly serve both accountability for results and learning objectives.

The evaluation results and key findings will be shared internally within IOM and the donor - The Global Fund through PMU as well as the key government counterparts namely; Ministry of Health, National AIDS Commission, UN Agencies and other Health Partners to provide information for future project development, programming and integration of human mobility into their existing health policies, strategies and interventions.

3. EVALUATION SCOPE

This is a summative evaluation and will be focusing on the entire project implementation period (June 2022- December 2023) and will be conducted within the final quarter of the project period (October -December 2023) by an external evaluator. This evaluation will cover four key sampled project implementation sites and/or districts (Qacha's-Nek, Quthing, Leribe and Mokhotlong Mapholaneng-Polihali). It will assess the effectiveness of the implementation strategies and results. The evaluation will include review of the project design and assumptions made at the beginning of the project development process, project management, including the implementation modalities and project activities. It will assess the extent to which the project results have been achieved, partnerships established- particularly with The Global Fund supported partners, capacities built, and cross cutting issues of mainstreaming gender and human rights have been addressed. It will also assess whether the project implementation approach has been optimum and recommend areas for improvement and learning.

This final evaluation will use the following evaluation criteria as a lens for analysis:

- **Relevance:**
 1. To what extent did the project design and implementation align with GOL needs and priorities?
 2. To what extent was the project design a best fit to deliver intended results? ;
 3. To assess the extent to which the project promoted mobility sensitive health response in its design, implementation, and monitoring processes.
- **Coherence**
 4. To what extent did the project complement other health partners interventions within HIV/TB and COVID-19 programming as well as The Global Fund supported partners.
 5. How did the project influence relevant policies and conversely how did the policy environment influence/affect the project?
- **Effectiveness:**
 6. To assess the extent of achievement on activities, outputs and intended outcomes and overall goal as set out in the results framework;
 7. To analyse the effectiveness in reaching and responding to targeted beneficiaries needs in key migration affected targeted districts and border communities; this will include analysing effectiveness of project tools used during implementation both by IOM / NGO partners.
 8. To what extent the project contributed to increasing knowledge and capacities of MoH officials both at national level and District Health Management Teams (DHMT) in strengthening migrant friendly health services.
 9. Analyse factors behind successes and/or failures identified from the project and bring out key lessons and best practices.

10. To assess the extent to which the project promoted coordination and harmonization with other stakeholders and health partners within HIV/TB and COVID-19 programming and The Global Fund supported partners.

- **Efficiency:**

11. To assess whether the available financial and human resources were optimally allocated and used;

12. To assess strengths and weaknesses in project management arrangements and how they enabled or hindered project success including both IOM and NGO partners.

13. To assess whether the project was delivered on time as planned and the factors that enabled or hindered timely delivery.

- **Impact:**

14. What significant change(s) did the intervention bring or is expected to bring, whether positive or negative, intended or unintended?

- **Sustainability:**

15. What is the likelihood of continuation and sustainability of project outcomes and benefits after completion of the project?

16. How effective were the exit strategies, and approaches to phase out support provided by the project including contributing factors and constraints.

17. What are the key factors that will require attention to improve prospects of sustainability of project outcomes and the potential integration of strategies for replication of the approach into existing structures? The evaluation is expected to integrate a gender and rights-based approach in data collection, analysis and in development of the final report.

4. METHODOLOGY OF THE EVALUATION

This evaluation will be summative in nature and may adopt a mixed methods approach involving qualitative and quantitative techniques for data collection and analysis. This evaluation may draw on the following proposed methods in gathering relevant data: document review, key informant interviews, focus group discussions or more complexity aware methodologies like outcome harvesting, most significant change, among others. Applicants are welcome to propose an appropriate evaluation approach and methods including sampling plan, data collection arrangements, tools, quality assurance as well as data analysis plan in their technical proposals. It is expected that data collection will be conducted in person in Lesotho and virtually only where necessary.

5. ROLES AND RESPONSIBILITIES

The individual consultant or consulting firm will be the evaluator and will be responsible for adjusting the methodology and creating a shared agreement of the evaluation approach and protocol; designing the various data collection tools; carrying out data collection and analysis;

developing a draft and submission of inception and a final evaluation report together with accompanying documents.

The evaluator will work closely with the evaluation management team comprising of IOM Regional M&E Officer for Southern Africa; IOM Regional Thematic Specialist for Migration Health; the Project Manager, PMU M&E Manager and Programme Officer, M&E managers of two implementing partners and by extension, the Chief of Mission (CoM) of Lesotho who will ensure technical and administrative support is provided for the evaluation.

The role of the evaluation management team will be to provide ongoing technical and quality assurance support as well as support to the Project Manager in coordinating the exercise. The project team on the ground will be responsible for providing all logistical support required for the execution of the evaluation including but not limited to introducing the evaluation, its purpose and the evaluator to the different identified participants in advance and acquiring early consent to participate in the evaluation study, making timely appointments for virtual or physical interviews or discussions; and ensuring other related arrangements for evaluator are in order; following up and reminding participants of agreed appointments providing to the evaluator, required documentation or information and ensuring that evaluation management team members provide inputs or comments to the various deliverables on time.

6. REPORTING AND DELIVERABLES

Following all desk and field research, an analytical report will be drafted by the evaluator and shared with IOM and PMU for review. The final report will be distributed among relevant stakeholders.

Expected deliverables are as follows:

1. Inception Report outlining the methodology and roadmap to execute the evaluation is submitted approved by IOM/Evaluation Reference team (Includes data collection methods, workplan, proposed sampling method if applicable, preliminary list of evaluation participants data collection tools)
2. Draft evaluation report (using provided format) for comments/feedback.
3. Final report having considered all provided feedback/comments and an Evaluation brief 2 pager (using provided template) submitted to IOM Lesotho.

The Final Report should be in English language, not more than 40 pages long excluding annexes) includes - but not limited to: an executive summary, evaluation methodology, recommendations, best practices and lessons learnt. The report should present findings structured around the key evaluation criteria outlined in section three of this document. It should also discuss its findings on the project's integration of gender and human rights perspective. It is expected that the report will be analytical rather than just descriptive of what different participants said. The evaluator must analyse different view points and present a synthesis.

7. TIMEFRAME

The below is an indicative timeframe to undertake this evaluation.

	Activity	Deliverable	Time allocation
1	Meeting with IOM officials to discuss the next step for the evaluation	Initial inception meeting	1 day
2	Submit draft inception report that includes evaluation design, methodology, tools and the workplan and incorporate IOM and PMU inputs	Draft Inception report	By 31 October 2023
3	Data collection, data analysis, and presentation of draft evaluation report	Submission of Draft Report for IOM and PMU inputs	By 30 November 2023
4	Submission of the final report that has incorporated IOM inputs	Final Evaluation report and Evaluation Brief	By 15 December 2023

8. QUALIFICATIONS AND EXPERIENCE

The successful consultant (consulting firm) should have the following qualifications and experience:

- a. The Lead evaluator; must have an advanced degree (master's degree and above in a health or social science discipline such as public health; monitoring and evaluation; health research; development studies; population or migration studies; international relations or development; social statistics, statistics, international relations, or other relevant field.
- b. Minimum of 10 years of relevant professional experience as an evaluator (of public health programmes) or public health practitioner (with evaluation experience) with international organizations such as NGOs, UN agencies in Africa.
- c. Proven previous working experience in conducting project evaluations, baseline surveys or other assessments or reviews in health projects, preferably Global Fund projects in Southern Africa region would be advantageous.
- d. Good knowledge of migration concepts and the nexus between mobility and health including knowledge of key national, regional and global frameworks related to the health of migrants and other mobile populations.
- e. Working experience with senior officials within government, inter-governmental, and non-governmental organizations.

- f. Experience in working in rural locations, with low literate audiences, and hard to reach groups is a strong asset.
- g. Ability to constitute and coordinate effective data collection teams in country.
- h. Excellent research and technical writing skills
- i. Demonstrated ability to work in a multicultural environment and establish harmonious and effective relationships.

9. APPLICATION PROCEDURE

Interested candidates should submit their proposal (both technical and financial proposal) **not exceeding 20 pages**. Proposals should outline the proposed methodology and list of tools to conduct the evaluation, a short bio of the main evaluator and any other individual to be involved in the evaluation directly or indirectly demonstrating their suitability against the requirements above.

It would be advantageous if a list of similar or other evaluations conducted in the past are provided to support your application with references. Share samples of work done such as documents or links to evaluation reports to support your bid. The financial proposal should have a suggested tentative time frame, clear calculation of daily fees and other expenditures and a sum total of your bid. The budget should be presented in US Dollars. Candidates who demonstrate ability to deliver quality work within reasonable time and cost will be highly considered.

Full proposals to be submitted to lesothoadmin@iom.int by **15th September 2023**. Only shortlisted applicants will be contacted. **Questions or enquiries seeking clarity on this TOR can be directed to mmonaheng@iom.int**