

Azerbaijan Sewing Kits Distribution - Terms of Reference for Evaluation

Objective:

To determine the effectiveness and impact of the ODA-funded distribution of sewing kits to displaced people in North-West Azerbaijan.

Project Goals and Objectives:

Goal:

To assist approximately 33,600 displaced people located in ten districts of the northwest of Azerbaijan (Agstafa, Dashkesen, Ganje, Gedebe, Naftalan, Qazax, Shemkir, Tovuz and Xanlar) by distributing sewing packs to enable them to repair and alter their existing clothing.

Objectives and activities:

To provide sewing packs to 8,000 **IDP** families (33,600 people) in the north-west of Azerbaijan. The pack will allow the recipient family to repair their increasingly worn clothes which have deteriorated significantly, enabling them to take a step towards being more self sufficient and being less reliant on international aid.

By giving IDPs the means to use their time productively, they will also have important psychological benefits, helping to combat the depression which has become evident among IDPs. Through the provision of these packs that will contain the raw materials and resources necessary, the families will be able to make alterations to existing clothing, such as adjusting sizes as children grow, as well as being able to make simple repairs where clothing has worn though or been damaged. The original proposal included enough material to enable the IDPs to manufacture clothing for themselves; however, on further assessment and with closer liaison with members of the community, it was established that the people were far more likely to use the material to patch other clothing rather than to make new items. The reasons for this were that while there was a member of each household who was able to sew, only a few had the skills to actually produce clothing from scratch. As people were not likely to produce clothing, the amount of material needed for the pack has been reduced, thus preventing excess being given and some ending up in the market place.

Each pack will contain the following:

1m x 1.5m piece of woollen cloth

1m x 1.5m piece of heavy cotton/polyester cloth

The cloth will be purchased locally as material of this sort is available in the area. This will benefit the local cloth manufacturers in the community, and will mean that the cloth is familiar to the people and it is less likely to either be rejected due to it not being to their liking, or being seen as unfair by the local community who do not receive the aid.

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The pack will also consist of a kit to enable basic sewing to be done. This will comprise:

- 2 x 20 cm Metallic Zip
- 1 x Pack of Darning Needles
- 1 x Pack of Standard Needles:- 20 per pack.
- 15 x Spools of Thread.
- 1 x Pack of Straight Pins: 50 pins per pack.
- 12 x Safety Pins.
- 6 x Packs of steel 'Poppers': 6 per pack.
- 36 x '2-hole' buttons.
- 1 x Tailoring Scissors: strong enough to cut heavy cotton/woollen cloth
- 1 x Measuring Tape: Fibre Glass, 2cm wide.

The sewing kits will be packaged in strong plastic bags to minimise size for transportation. The kits will be of quality material to ensure that they last; however it has been taken into consideration that the kits should remain of a basic nature to minimise their attractiveness to the market place. The kits will be procured from Dubai, via the supplier's Baku office.

Questions to be addressed in this evaluation:

1. Programme design phase:

- 1.1 What are the felt needs of the beneficiaries? Was the selected intervention relevant?
- 1.2 Did the criteria for beneficiary selection effectively target the most vulnerable?

2. Implementation of the Project

- 2.1 Was selection, purchase and distribution of relief supplies carried out effectively?
- 2.2 Are adequate control systems in place to prevent losses or misuse of relief supplies?
- 2.3 Do monitoring systems provide appropriate information for project management?
- 2.4 What problems were experienced in implementation? How were they addressed?

3. Impact

- 3.1 Are the kits being used as intended by beneficiaries?
- 3.2 What are beneficiaries' perceptions of the project?
- 3.3 What lessons have been learned for future projects?

Methods:

(End p 2)

1) Document review

The following documents will be studied:

- Quotes for supplies and suppliers' contracts
- Examples of Commodity Control Cards
- Correspondence files

2) Site observations

A representative sample of sites will be visited, to include both urban and rural areas.

3) Semi-structured interviews with beneficiaries

Displaced people using the sewing kits will be interviewed at the sites visited.

4) Key informant interviews:

WV Azerbaijan staff (Project Manager, Distribution team leaders, Logistics Officer, Accountant)
Supplier representative

5) Statistically based questionnaires

This element of the evaluation will be carried out by WV Azerbaijan staff after the departure of the WVUK representatives. Information from site observations, semi-structured interviews will be used in designing the questionnaires.