

Joint Independent Evaluation of Humanitarian Response in Haiti DRAFT TERMS OF REFERENCE

Ver. July 31, 2010

1. Introduction

On 12th January an earthquake measuring 7.0 on the Richter scale struck near the capital of Haiti, Port au Prince. The resulting destruction was devastating to this densely populated area with estimates of 230,000 killed (2% of the population of Haiti), 300,000 injured including at least 1,000 people who had at least one limb amputated and over 2 million displaced. The findings of the Post Disaster Needs Assessment (PDNA) reveal that the total value of damage and losses caused by the January 12 earthquake is estimated at US\$7.8 billion (US\$4.3 billion represents physical damage and US\$3.5 billion are economic losses)-over 120 percent of the 2009 gross domestic product.

Several organizations have launched an international appeal for funds for Haiti that will support immediate emergency operations and has deployed additional emergency team members to the devastated city of Port-au-Prince and other affected areas. The public showed amazing generosity, a Flash Appeal of 577 million was fully funded by February 16. The target for reconstruction/rehabilitation over the next five years is estimated at several billions. Private contribution represents a good percentage of the total mobilized during the initial response. Contributions in kind were very important.

The evaluation is being carried out to inform participating agencies and key stakeholders on the quality of their response using DAC criteria. Each agency is committed to fully collaborate during the preparation and implementation of this study. The findings of the evaluation will be used for advocacy, lessons learning, planning to improve the actual response and to share knowledge with other actors for the benefits of the Haitian people and for further emergencies. The recommendations will be communicated to stakeholders and translated as necessary.

2. Objectives of the Joint Evaluation

The purpose of this joint evaluation is to provide to participating organizations a measure of the effect of their post earthquake's emergency intervention in Haiti within the first 7 months and to draw clear recommendations for longer term programming for the coming 5 years.

Specific Objectives

- a) To provide an assessment of the relevance and timeliness of the humanitarian response to the earthquake so far using the DAC criteria of:

- Relevance /appropriateness
- Connectedness
- Coherence
- Coverage

- b) To draw out key lessons to inform agencies recovery plans, with consideration given to implementation according to benchmarks and targets in each agency's accountability framework
 - o Commitment to agreed humanitarian principles, standards and behaviours in addition to performance in each organization core sectors and in cross-cutting issues (protection, gender equality, local context, participation of primary stakeholders).
 - o How far have agencies built on local capacity?
 - o Accountability to beneficiaries: to what extent the affected population has been involved in all stages
- c) To determine to what extent agencies are building on lessons learnt from similar humanitarian responses, specifically previous earthquake responses.
- d) To determine to what extent synergies, cooperation and integration have occurred.
- e) What are the negative impacts of the early response, especially for the longer term (such as increased concentration of power, authority and economic resources or focusing on sites instead of communities). Is the "do no harm" approach applied?
- f) Advocacy: to what extent the organizations used their network to promote key priorities of the affected population at the highest level.
- g) To highlight any unmet needs or unnecessary overlap that should be addressed further during the response.

3. Constraints

Limitations of this study will be the quantity and quality of the literature available and the coverage of all the organization intervention's area. Studies including baseline data will be available from some areas covered by specific agencies along with the Interagency RTE and/or other studies in which some members participated. Other literature available could be internal monitoring mission, After Action Reviews, field visit reports.

4. Timing and Resources:

The joint evaluation should take place in September with the report available by the third week of the month of October 2010 to allow organizations to reflect on their first year of response and review their plans accordingly.

5. Coordination:

The Joint Evaluation Steering Committee will be chaired by designated staff of the participating agencies. The committee will:

- Make available programme plans and budgets for each organization
- Compile pertinent information (Accountability Framework, Strategy papers, Action / Operation Plans, local partners, geographic and sector focus) for each organization
- Provide electronic copies of assessments, RTEs, After Action Reviews and other relevant reports as available

6. Reporting requirements:

The Consultant/s or firm will be responsible for delivery of a report and executive summary giving key priority recommendations that the organizations should monitor and highlight areas for further study or potential focus for another evaluation at a later date. The Consultant/s or firm could be called to facilitate some lessons learned with organizations staff, CSO-Civil Society Organizations, local authorities and beneficiaries.

The report must be confined to the specific objectives and questions of the TOR; however, due to the need to focus on key recommendations, the report should not be more than 30 pages, including an executive summary with the main recommendations. These should be based on evidence contained in the studies, prioritized and framed around specific sectors of activity.

The findings set out in the report are those of the author/s and will be made available on the public domain once the draft has been validated by the joint evaluation steering committee. Any communication on the findings will make it clear that the report reflects the opinions of the authors alone and not the joint evaluation steering committee or its members.

7. Consultant Team Profile

The evaluation team will be made up of 3 - 4 persons including:

Team Leader - The organizations are looking for a consultant Team Leader with demonstrable prior experience of leading and conducting large scale evaluation and research studies, developing synthesis reports and a good understanding of the Humanitarian Sector and the Haitian context.

- National Consultant - A national with a clear understanding of the Haitian social and political context, partnership dynamics, capacity building, and coordination
- Other team member(s) as to complete necessary skill sets in sectors (Child protection, Shelter, Livelihoods), cross-cutting issues, etc. These may be drawn from participating agencies as long as their participation does not pose a problem of conflict of interest.

Key skills and abilities:

Selection will be made against the elements set out below therefore these should be covered in the covering letter.

- Previous experience in the evaluation of humanitarian programmes in complex environments and the preparation of synthesis reports
- A clear explication of his/her strategy to mitigate threats to data quality / integrity / validity
- A sound understanding of the context prevailing in Haiti
- A good understanding of each organization requesting the evaluation and appreciation of the Accountability Framework, Humanitarian Accountability Partnership
- A sound knowledge of Humanitarian Principles, Red Cross Code of Conduct and Sphere standards
- An appreciation by the bidder of key constraints and on the use of Sphere standards and the Red Cross/NGO code
- Clear written English
- Previous experience of working with one or more of the participating agencies
- Working knowledge of French is required and knowledge of Creole would be an advantage.

8. To Apply

Interested parties should submit

- Covering letter detailing how consultant meets the requirements set out below and confirming availability
- CVs for each member of the team (maximum of 3 pages)
- Work plan and schedule
- Budget
- Two references with contact details of referees
- The joint evaluation steering committee may wish to see substantive pieces of work

Please note that proposals sent without the full set of documents will not be considered further.

Email your CV, proposal and supporting documents to klove@care.org by **August 12th, 2010**

Further information: refer to the address above.