

Evaluability Assessment of Nigeria-UNICEF's Country Program 2023-27

Terms of Reference for Institutional Consultancy

Summary Table

Title	Evaluability Assessment (EA) of Nigeria-UNICEF's Country Programme of Cooperation 2023-2027
Purpose	Assess the Program Excellence Logic Design and the Accountability Ecosystem for Results for Children of the Nigeria-UNICEF Country Programme 2023-2027
AWP reference and WBS	Outcome-Output- 8.3 PMRE WBS: Cross Sectoral Output 8.3: Evaluation Activities GC/Non-Grant: Regular Resources
Deliverables	Three Main deliverables are expected: (i) Inception Report (Approach); (ii) <u>Draft of Evaluability Assessment Report</u> ; (iii) Final Evaluability Assessment Report; iv) PowerPoint Presentation of key findings, lessons learned and recommendations.
Proposed Evaluation Team	One (1) International Team Lead Evaluation Consultant and Experts within the Institutional Service Contract
Location	A mix of home-based and visit to Nigeria for data collection and presentations
Duration	60 working days over a flexible period of 15 Weeks (01 June to 15 August 2023)
Start Date	01 June 2023 (expected)
Reporting to	Evaluation Manager UNICEF Nigeria

1. Introduction

The United Nations General Assembly mandate UNICEF to advocate for the protection of children's rights, to help meet their basic needs and to expand their opportunities to reach their full potential. The Country Programme Document (CPD) and Programme Strategy Notes (PSNs) provides the overall framework for the implementation of its mission in a country for a programme cycle of five years.

The Executive Board approved CPD 2023-2027 of Nigeria-UNICEF in September 2022. The approved CPD and the finalized Program Strategies Notes of seven country program components are the basis of programme implementation for the next programme cycle 2023-2027 in Nigeria linked to the United Nations Sustainable Development Framework 2023-2027 and the National Development Plan 2021-2025 for achieving the Global Agenda 2030 for children in Nigeria.

UNICEF's Nigeria Country Office has decided to conduct in 2023 an independent Evaluability Assessment (EA) of the CPD, to determine the extent to which the Program Planning (Theory of Changes and the Results Frameworks are holistically rights-based, evidence-based and risk-based) is well developed and the progress towards the results set out in the CPD can be readily and reliably measured, monitored, and evaluated.

The ultimate outcomes of this independent evaluability assessment and formative evaluation are:

- 1) To maximise the likelihood that UNICEF will achieve expected results set out in the Country Program Development 2023-2027, in contribution to the realization of Child Rights and the Global Agenda 2030 for children in Nigeria;
- 2) To ensure that the CPD 2023-2027 can be fully and meaningfully evaluated.

The planned EA will measure the extent to which the CPD can be evaluated for accountability of results for children in a reliable and credible fashion. Conducting the exercise at the beginning of the new programme cycle will allow UNICEF Nigeria to better reshape and strengthen the quality of the (excellence) programme design and results structure where necessary, taking into consideration the new evolving political and financial environment post 2023 general elections and new evidence, strategic lessons learned and recommendations generated from the two country program component evaluations of Health and Nutrition completed in 2023 and other recent studies & researches and to measure, monitor and evaluate progress for results in order to maximize the acceleration of the changes for children.

Nigeria carries the high global and regional burden issues of child deaths, child malnutrition, out of school children, inequality in access to safe WASH and protection, gender inequalities and child poverty prevailing in the largest demographic African country of 200 million inhabitants. Nigeria-UNICEF Country Program 2023-2027 is one of the top 5 largest UNICEF's Human and Financial investment (around 1 billion USD) defined within the global challenging context of economic crisis and insecurity, for which UNICEF, development partners, govt and private sectors are committed to make difference for children in order to move Nigeria towards the Global Agenda of Leave No One Behind Prosperity.

Overall sound trusted independent analytical judgement is made available to show case the holistic picture of UNICEF's effective strategic contributions to children well-being and rights in Nigeria.

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An independent evidence-based objective judgement of the Program Excellence Design and the adequate accountability ecosystem in place at the beginning of the first year implementation is required to guarantee the success of achievement of expected results as defined within the CPD Results Framework. The risk of not conducting this early independent Evaluability Assessment is the the lack of responsibility to UNICEF's CPs globally, responsibility to demonstrate best practice, value for money and results for children.

UNICEF must be able to ensure the Quality Programming for children coherent with the new transitioning institutional context post elections and demonstrate the Measurability of the Merit of the CPD and the documentation of driver factors of the effectiveness and impact of UNICEF's Strategic Influence on national policies, strategies and the transformation of

Agenda for children, youth, gender equality, represents a corporate responsibility for accountability to children and partners.

EA will also set out the basis for evaluation of country programme 2023-2027 as per the approved Costed Evaluation Plan.

2. Background

The Government of Nigeria launched a new Blue Print National Development Plan 2021-2025 aiming to make Nigeria a country that has unlocked its potential in all sectors of the economy for a sustainable, holistic, and inclusive national development in the view of moving Nigeria forward to the achievement of the global agenda 2030 and the African Union Agenda 2063.

The NDP 2021-2025 is structured around seven (7) cluster areas, namely: i) Economic Growth and Development, ii) Infrastructure, iii) Public Administration, iv) Human Capital Development, v) Social Development, vi) Regional Development and vii) Plan Implementation, Communication, Financing, Monitoring and Evaluation.

The United Nations Sustainable Development Cooperation Framework (UNSDCF) for Nigeria 2023-2027 is aligned to the NDP 2021-2025 around four strategic priority areas: 1) Prosperity, 2) Planet, 3) People, 4) Peace. Nigeria-UNICEF Country Program of Cooperation 2023-2027 is anchored to the 11 Outcomes of the UNSDCF 2023-2027, aiming to ensure that every child in Nigeria, especially the most excluded, survives, thrives, learns, is protected, and develops to her/his full potential, free from poverty, in a safe and sustainable climate and environment.

Further, the negative impact of 2020-2022 Covid-19 has affected household (HH) Poverty, access and use of basic social services, children's vulnerabilities and gender-based violence in the country. The 2023 general elections of a new president, some State Governors and legislatures were organized during the first quarter of 2023 amidst a controversial monetary policy, which has created a new complex political and budgetary environment for the successful implementation of the country programme.

3. Purpose of the Evaluability Assessment (EA)

The strategic intend/benefit of this independent evaluability assessment is to: i) secure the responsibility and accountability of UNICEF to achieve expected results agreed with Government and Development Partners within the Country Program Development 2023-2027 Results Framework, in contribution to the realization of Child Rights and the Global Agenda 2030 for children in Nigeria and ii) to ensure that the CPD 2023-2027 can be fully and meaningfully evaluated.

In this regard, the purpose of the Evaluability Assessment is to improve the program planning excellence, the measurability and coherence of the ongoing Country Program of Cooperation as well as its level of risk management based on (i) an in-depth review of the CP logic; (ii) a careful assessment of the validity of the CP Theory of Change; and (iii) a diagnostic measuring the availability of data pertaining to key CP results and processes.

It is expected that the participatory approach used during this exercise will help strengthen the links amongst the CP outcome areas thanks to a shared understanding of the CP results and programme logic amongst the staff (both UNICEF and in-country partners) involved

in their management and implementation. The exercise should as such produce recommendations for convergence in programming. Whereas the EA final recommendations are expected to contribute to the strengthening of the CP coherence and measurability, it is also expected to provide actionable recommendations for strengthening of risk informed programming and linking the humanitarian and development programming for children in Nigeria.

4. Objectives

1. To assess the clarity of objectives, logic, and the overall coherence of the Country Programme.
2. To determine how well aligned the CP is to the country context, sectors strategic plans and the new UNICEF Strategic Plan 2022-2025.
3. To assess whether the CP logic is sufficiently risk-informed to withstand risks to achievement of expected results taking into consideration the presidential and state governments transitions that are to spill over most of 2023, HH poverty, Cash scarcity and insecurity being major risk for the CP.
4. To assess the equity of the Country Programme results and expected outcomes across gender, disability, and human and child rights, and to what extent these considerations including the emerging issue of climate changes are explicitly articulated in programme logic and Programme Strategy Notes the .
5. To identify how innovative strategies, “technology and innovation” have been embedded into the CP across the outcome areas and the extent to which it can be harnessed to accelerate results for marginalized children and to enhance programme performance monitoring;
6. To assess the gap of accountability and learning ecosystem of the CP at all levels (Federal, State and Local levels) in liaison with the new M&E Policy for Nigeria endorsed in August 2022, identify gaps in availability of data and in alignment of results across the Country Programme outputs and outcomes, particularly about the output level rolling work plans (RWPs).
7. Identify the likely usefulness of a future Country Program Evaluation (Mid-Term CPE as planned within the Costed Evaluation Plan of CPD 2023-2027) in relation to areas of inquiry and potential evaluation questions.

5. Use of Evaluability Assessment

The EA results will be used primarily by:

- The UNICEF Nigeria Country Office staff across all sections, and
- Key stakeholders of the Government of Nigeria counterparts including: Federal and State Ministry of Finance, Budget and National Planning, Ministry of Health, Ministry of Education, Ministry of Water Resources, Ministry of Social Welfare and Humanitarian Affairs, Ministry of Justice, etc.
- All UNICEF programme sections, in consultation with their respective counterpart ministries, departments and agencies, will use the EA results to refine their respective monitoring, data collection and data utilization strategies, and will adapt their respective CP Theories of Change and result frameworks.

- While the primary use of the evaluability assessment is not to assess the quality of the CP activities, UNICEF's implementing partners are also valuable stakeholders throughout this process. As the findings generated through the EA will also contribute to improving the implementation of activities, it will be important for the key findings and strategic recommendations to be shared with the envisaged users in a timely manner to ensure that they are taken up.

Overall, the evaluability assessment will be used to adjust programme design and draw actions to be undertaken to strengthen the programme logic and measurability in line with the findings and recommendations of the assessment. Specifically, the assessment will give recommendations to adjust the theory of change to make it more realistic or adjusted to the changes in the context, strengthen the M&E system to monitor and evaluate the programme. This would include the preparation of the systems and tools to conduct the planned evaluations especially the evaluation of the CPD at the end of the programme cycle (2023-2027). It is also expected that the EA will contribute to strengthening the Result Based Management and Programming skills among UNICEF staff and key stakeholders.

6. Scope of Evaluability Assessment

The scope of the Evaluability Assessment will focus on the Country Programme (2023-2027), the results that aimed to be achieved, as well as the M&E framework associated to these results. The Country Programme comprises seven programme components covering six programme outcomes and enablers cross sectoral strategies. Each of the result was designed under the Theory of Change that explains the pathways towards changing the lives of children, starting from situation analysis and SMR. The analysis should be framed in the overall goal of the Country Programme 2023-2027 and its alignment with NDP 2021-2025, UNSDCF 2023-2027, UNICEF Strategic Plan 2022-2025, and Key Results for Children (KRCs) for WCAR.

Main thematic scopes that will be covered by the independent evaluability assessment are as follow:

Program Logic and Accountability Ecosystem

- The EA will assess the clarity of objectives, alignment, logic and coherence of the country programme and its alignment to the country context and UNICEF Strategic Plan.
- The EA will assess the adequate alignment, integration and coherence of the country programme with the Humanitarian, Peace and Development Nexus and Climate Change, and the application of the new CCC and Accountability Framework for UNICEF's adequate preparedness and response to emergency for children lifesaving, learning and protection in high risk context.
- Determine whether the results chain and objectives are clearly articulated and whether relevant, reliable, and valid indicators, measures, tools, and mechanisms are in place. In practice, this will require a review monitoring, measuring, and verifying results. The adequacy and quality of information available from current monitoring systems should also be assessed to see whether it is sufficient to conduct useful evaluations.
- The EA will measure whether the indicators are reliable for decision-making for iterative programme improvements, and whether monitoring data is used to inform programmatic adjustments to implementation quality.
- The EA will assess whether the existing monitoring and evaluation framework is sufficiently risk informed to measure: i) the effects of risks on the CP implementation; and ii) the effectiveness of risk mitigation measures in reducing negative effects of

risks on achievement of intended results. This will include a focus on whether the indicators in results frameworks are adequate for the measurement of risk, the extent to which indicators remain relevant in emergency situations and to what extent relevant monitoring systems will continue to produce data in humanitarian situations.

- The EA will assess the way equity, innovation, gender, climate change and humanitarian action have been integrated into programming, and how these are measured. The EA will also provide the answer on how each of these components is measured specifically – equity, innovation, gender, climate change, humanitarian action.

Governance and Resources

- The EA will assess the organizational readiness (governance, structure, procedures and processes) to support the implementation of CP results and the extent to which human, financial and logistics resource allocations are adequate to achieve expected results; and whether sufficient human and financial resources are allocated to support adequate monitoring, evaluating and reporting on results.

Conduciveness of the context

The EA will measure the extent to which the key stakeholders are involved in programme direction and the achievement of results; and what the existing level of ownership is among partners.

- The EA will assess the changes that have occurred in the country context since the development and inception of the Country Programme, with a particular focus on Covid19, Inflation/livelihood fragility of HH and change of the National Monetary Policy, and the impact this will have on the programme logic and any future evaluations. An important question will be to what extent the programme logic is sufficiently risk-informed to withstand changes in programming context while remaining relevant.

Country Programme Evaluation

- The EA will review the five years Costed Evaluation Plan approved by the Executive Board for CPD 2023-2027 and identify the priority thematic areas to cover for the Country Programme Evaluation, through a consultative process involving UNICEF staff and other key stakeholders. The EA will produce recommendations on the extent to which these thematic areas are evaluable and how to enhance the evaluability related to this thematic scope.

7. Evaluability Assessment Questions

7.1. Main Evaluation Questions

Three main broader Evaluation Questions commissioned to this independent assessment are as follow related to the Purpose and Objectives:

Question 1: To what extent the CP vertical logic (ToC and Results Chains) is evidence-based driven well articulated and holistically relevant with causality analysis, lessons learned and

recommendations from recent evaluations and studies and coherent with the global agenda and national priorities for children and sufficiently risk-informed to withstand changes in operating environment and context;

Question 2: To what extent the CP Horizontal Logic and the monitoring and evaluation (M&E) framework and Ecosystem is strongly developed and operational to measure the effectiveness of innovative strategies, expected Outcomes and Outputs both for development and humanitarian actions at federal and subnational levels and to generate timely information on changes in risk factors and mitigation measures. This is more necessary given that the economic crisis introduces significant changes to the operating environment and context and to the immediate programmatic priorities of both the Government of Nigeria and UNICEF, emphasizing the need for a stronger focus on the nexus between humanitarian and development work.

Question 3: To what extent cross sectoral issues and strategies of equity, innovation, gender, climate change and humanitarian have been fully integrated into programming, and how these are measured.

7.2. Detailed Evaluation Questions

The Evaluability Assessment will address following detailed evaluation questions defined to serve as basis for research framework to fulfil the purpose and objectives of this evidence generation as mentioned above for each of the four thematic areas:

1-Program Logic and Structure: assess the relevance, logic and coherence of results structures alignment to country context and coherence of the sector programme/ country programme:

- Does the CP have a clear theory of change/logic model? If so, does it/do they address the problems identified? To what extent is it risk-informed?
- To what extent is the results framework of the CP coherently articulated and aligned to country context and national priorities? How aligned (if any) is it to the UNICEF Strategic Plan and the regional priorities? To what extent do the outputs, outcomes and overall goal follow the result chain logic?
- To what extent are the results chains coherent, logical, and characterized by clearly articulated statements?
- To what extent did the Strategic Prioritization of children issues and the Logic Model (TOC) are in compliance to the Evidence-Based Programming Guidance – Did findings, lessons learned and recommendations of independent evaluations, studies and researches effectively used in the design and formulation of the CPD and PSN 20223-2027?
- To what extent the TOC, Assumptions and Results Frameworks of the CPD and Program Strategy Notes have considered adequately Humanitarian, Peace and Development Nexus, including in terms of how the CPD aligns with the Humanitarian Action for Children (HAC) annual appeal; Climate Change and the application of the new CCC and Accountability Framework for UNICEF’s responsive preparedness and response to emergency for children lifesaving, learning and protection in high risk context.
- To what extent do results statements and the results framework take into account equity considerations to programming and gender-responsiveness?
- To what extent are the intended beneficiary groups clearly identified?

- To what extent are results in the results structure SMART; If the chain of results are appropriately set to show UNICEF's actual attributions and contributions (review of outcome and output indicators;)?
- To what extent have key assumptions, risks and mitigation strategies been specified in the results structure?
- To what extent have assumptions about the role of partners, government and UNICEF been made explicit?

2-Program Measurability/Accountability: Assess the adequacy and validity of the indicators, tools and systems for monitoring, measuring and verifying results

- To what extent are indicators SMART?
- To what extent does the CP staff and partners have capacity to provide data for monitoring and evaluation?
- To what extent are baselines available for all of the CP indicators?
- To what extent does the CP have a monitoring system to gather and systematize the information with defined responsibilities, sources and periodicity?
- To what extent does M&E framework incorporate risk management and the measurement of risk?
- To what extent are indicators and targets gender-responsive?
- What are the likely costs of the data collection and analysis envisaged as part of the CP M&E system (actual costs in terms of the time of evaluation staff, programme managers and staff and partners)?
- Is there a complete set of programme design and monitoring documents available for CP staff and partners? Are these documents accessible and well organized?
- Are adequate Humanitarian Performance Monitoring System and evidence-based planning ecosystem in place and functional;
- To what extent is there a viable plan across programmatic areas to generate evidence to fill specific data gaps?
- Are there plausible plans to monitor partners' work in a systematic way?
- Is there adequate Knowledge Management System in place that facilitate Access and Use of all evidence generated by UNICEF Nigeria and partners for evidence-based programming, learning and accountability of results?

3-Governance and Resources: Assess adequacy of financial resources to meet the expected results

- To what extent are financial resources aligned with the intended results in the CPD?
- To what extent are data and systems in place to let UNICEF assess the adequacy of resources to achieve the CP intended results?
- To what extent are there financial resources set aside for evaluation and evidence generation at the outset of the Country Programme?

4-Planning Evaluations

- To what extent is there demand for evaluation? If no demand for evaluation is there, why is that? If some demand for evaluation exists, is it realistic given the programme design, budget and data availability?
- To what extent is the CP Costed Evaluation Plan realistic and achievable?
- To what extent is there an adequate monitoring, evaluation and learning system that could facilitate the evaluation of the sector programme/country programme?
- To what extent does the CP include a clear plan and related budget for evaluation? Is it clear who will manage the evaluation?

- What would be the recommended thematic scope of the Country Programme Evaluation?

8. Methodology

The EA will be conducted based on the recommendations outlined in UNICEF key evaluation reference documents, such as the “Guidance Note for Conducting Evaluability Assessments in UNICEF” (2019); the “UNICEF Guidance on Gender Integration in Evaluation” (2016); the ‘UNICEF Evaluation Policy (2018)’; the “Planning Country Programme Evaluations – Summary Guidance”; and the ‘UNICEF Guidance Note: Adolescent participation in UNICEF monitoring and evaluation’ (2019). These documents will be shared with the consultant upon award of contract.

In order to address all the questions listed in the prior section, the consult firm selected to lead this assignment will be expected to use a mix of data collection methods as follows:

- *A desk-based review of Policies, Strategic Plans, Programme Documents, processes, and activities undertaken to date:*

This will involve broad background reading of evaluations completed in the country: SDG3 & SDG4 Evaluations, Country Program Component Evaluations of Nutrition and Health-HIV 2018-2022, Impact Evaluations of VCM-Polio, GEP3 Final Evaluation, FGM Evaluation, etc... relevant reviews, research, and studies. All programme documents including the Country Programme Document 2023-2027, Six Programme Strategy Notes 2023-2027, Country Programme Management Plan, Rolling Office Management Plan 2023-2024, Rolling Work Plans 2023-2024, project proposals and monitoring plans will also be reviewed.

The second part of the desk-based review will consist of a more in-depth analysis of the Country Program Logic as presented in the results framework, and will focus on assessing the fit among Government Policy, the global programme objectives and country-level activities. This second step will include reviews of the UNICEF Global Strategic Plan 2022-2025; the Sustainable Development Goals 2030; the United Nations Sustainable Development Cooperation Framework 2023-2027; the National Development Plan 2021-2025; Five Years National Strategic Plans of key sector (Health, Nutrition, Education, WASH, Child Protection, Social Protection, Environment, etc.) and West and Central Africa Regional Office priorities; other global strategy documents.

This review of all such documents and the subsequent analysis will feed into the development of an Approach Report, which will outline the analysis of the desk review, evaluation approach, stakeholder analysis, and a presentation assessment frames and instruments.

- *Key informant interviews of programme staff and selected stakeholders:*

The stakeholder interview component will consist of remote key informant phone interviews with UNICEF’s Country Rep, Deputy Rep Programme and Deputy Rep Operations, Chiefs of Sections, Chief of HR and Supply/Logistic, Chief of Field Operations, some Chief of FOs, Program Results Managers (1 per section), UN Agencies RCO, Head of Excom UN Agencies (UNDP, UNFPA, WFP, UN Women), Key Development Partners, Government Counterparts, and programme implementing partners. Stakeholders will be identified through initial discussions with the supervising team and the Chiefs of Section, as well as the document review. The Inception Report will include a list of key informants and stakeholders.

9. Activities, Tasks, Outputs and Deliverables

The Evaluability Assessment will take place over 60 days during the period June-August 2023.

Activities

Activities	
1	Conduct initial review of documents and develop an Inception Report. The Inception Report will clarify in detail, the approach/method that the evaluation team will apply (How) to generate sound evidence to meet expectations of the EA as formulated within the Purpose, Objectives and Evaluation Questions. The IR will also indicate the resources and stakeholders to be consulted during the exercise.
2	Presentation of the Inception/Approach Report to UNICEF, Review and Finalization
3	Further document review, remote consultation with stakeholders (through calls), and in country visit
4	Presentation of draft EA report and discussion. Recommendations should cover: (i) programme logic and design ii) M&E systems and capacity, (iii) governance and resourcing and (iv) evaluation questions of concern to stakeholders
5	Submission of final EA Report and proposed recommendations (Maximum 50 pages)
6	Report presentation and identification of follow up actions to address the recommendations

10. Governance and Supervisory Arrangements

The EA will be managed by UNICEF Evaluation Manager. Regular Skype calls and updates will be required between the consultants engaged by the contracted the consulting firm and UNICEF throughout the assignment. The Regional Evaluation Advisor of the UNICEF Regional Office for West and Central Africa will provide quality assurance during the exercise.

A Multi Sector Evaluation Review Committee (ERC) will be formed comprising a Chair, Vice-Chair and members chosen from UNICEF Nigeria Country Office including PMR, Social Policy, Sections Chiefs, Chief Field Operations, one Chief Field Office, Evaluation Manager and Rep Office Planning Specialist with participation of the West and Central Africa Regional Office (WCARO).

The Evaluability Assessment Review Committee will provide advice on the validity and quality of the evaluability assessment Inception Report/Approach developed by the evaluator and ensure that it is appropriately in compliance to the Global Quality Standard of UNEG and UNICEF Guidance for EA and if it will meet expectations of the Commissioner formulated within the Terms of Reference.

The Evaluability Assessment Review Committee (EARC) will review and makes feedback comments on the first draft of EA full report. The EA Review Committee will review validate the EA findings, conclusions lessons learned and recommendations. Throughout the evaluability assessment the EARC will also ensure broad ownership over

the process and the results among stakeholders, ensuring that strategic discussions are held to reflect upon the findings and recommendations. Key Findings and Recommendations of the EA will be presented to UNICEF Country Management Team (CMT) for review and approval.

Within 60 days of accepting the final EA report, UNICEF will prepare a management response, in discussion with the ERC and the Senior Management Team/CMT, which will clarify whether they fully accept, partially accept, or reject each one of the EA recommendations. Lastly, the EA will be uploaded to the Evidence Information Systems Initiative (EISI), and the implementation of the recommendations will be tracked over time.

11. Deliverables and payment schedule:

Deliverables	Number of Work Days	Payment Schedule
1) An Inception Report detailing methodology and work plan, as well as the structure of EA final report	5	15 %
2) Review/Analysis of Existing Evidence/Program Documents and completion of Key Informants Interviews with UNICEF and Stakeholders (progress report update)	15	20%
3) A draft Evaluability Assessment Report	25	35 %
4) Final Evaluability Assessment Report incorporating all comments from UNICEF and stakeholders	10	25%
5) Power Point Presentation to EARC and to CMT	5	5%
TOTAL	60	100 %

12. Qualifications of the evaluation consultant to be engaged by a consulting firm

The international Consultant engaged by the Consult Firm should have following qualifications:

- Advanced University degree (Master or PhD) in social sciences, public health, or other disciplines relevant to the object of the evaluation.
- A minimum of 8 years of experience in evaluating development programs and projects and experience
- Consultants with prior experience of conducting Evaluability Assessment are required
- Familiarity with UNEG/UNICEF global evaluation guideline and standards is required
- A minimum of 5 years of progressively responsible work experience in the planning, management and/or oversight of international development and humanitarian

interventions and must have completed at least two high quality programme/project evaluation in that period.

- Excellent command of quantitative and qualitative methods of research and evaluation methods on equity, human rights, and gender, including data collection and analysis methods.
- Have excellent oral and written communication skills in English.

13. Selection Process

This ToR will be the basis for RFP - a Technical Proposal to be submitted by interested Institutional Consultancy firms. The technical proposal should include the costing inclusive of daily consultancy rate quotes of the consultant proposed to be included. The detailed CV of the main consultant is required. The final selection will be based on the strength/quality design of the technical proposal, familiarity with UNICEF programming and earlier engagements in conducting Evaluability Assessment assignments. The details of the Assessment Processes of Submitted Proposals are described in Annex 2.

14. General Conditions of Contracts for the Provision of Services

Please note that the General Conditions of Contract will be strictly adhered to for the purpose of any future contract:

- Under the consultancy agreements, payment is deliverable based as defined in the TOR
- All remuneration must be within the contract agreement.
- No contract may commence unless the contract is signed by both UNICEF and the Contractor.
- For international consultancy firms based outside the duty station, signed contracts must be sent by email.
- Consultants engaged by the consulting firms will not have supervisory responsibilities or authority on UNICEF budget.

15. Approval of the ToR

Developed by:

Name: Dr. Robert Ndamobissi

Title: UNICEF Evaluation Manager in Nigeria

Signature:

Date: 22 May 2023

Reviewed by IMERP Committee:

Name: Wayne Bacale

Title: UNICEF Chief Planning, Monitoring and Reporting in Nigeria

Signature:

Date: 22 May 2023

Reviewed and endorsed by:

Name: Ibrahim Sesay

Title: OIC UNICEF Deputy Representative in Nigeria

Signature:

Date: 22 May 2023

Approved by:

Name: Cristian Munduate

Title: UNICEF Country Representative in Nigeria

Signed by Nixon Opiyo, OIC UNICEF Country Representative in Nigeria

Signature:

Date: 22 May 2023

Annex1: List of key reference documents

1. New UNICEF Country Programme Planning and Management Procedures and Guidance launched in October 2022.
2. Guidance Note for Conducting Evaluability Assessments in UNICEF, Evaluation Office, February 2019
3. National Development Plan (NDP 2021-2025);
4. Nigeria Sustainable Development Implementation Plan 2020-2030;
5. Five Years National Strategic Plans for Health (2018-2022 extended to 2025), Nutrition (2021-2025), Education (2018-2022), Water Resources,
6. Nigeria Child Rights Act enacted in 2003, the Nigerian National Campaign and Strategy to End Child Marriage (2015-2021) and the new National Strategy and costed action plan to End Child Marriage (2022-2027).
7. United Nations Development Assistance Framework (UNSDCF) 2023-2027
8. UNICEF Global Strategic Plan 2022-2025;
9. Key Results for Children (KRC), UNICEF West and Central Africa Regional Office, 2022 including Result Framework;
10. Situation Analysis of Children and Women in Nigeria, 2021;
11. Country Programme Document (CPD), Nigeria-UNICEF 2023-2027;
12. Programme Strategy Notes (PSN) of seven Country Program Component Nigeria-UNICEF 2023-2027 (Health, Nutrition, WASH, Education, Child Protection, Social Protection, Program Effectiveness);
13. Report of Strategic Moment of Reflection (SMR) 2022;
14. UNICEF Global Gender Action Plan 2018-2021;
15. UNICEF Global 10 years Strategies (2021-2030) for Health, Nutrition, Education, WASH, CP, etc.
16. UNICEF Programme procedure on Risk informed planning and Humanitarian and Development Nexus and any other relevant procedures/guidelines/policies etc.
17. Nigeria SDGs National Voluntary Review Report 2020;
18. Country-Led Independent Evaluation of SDG3 Final Report, Evaluation Policy Brief Report and Management Response;
19. Country-Led Independent Evaluation of SDG4.1 Final Report, Evaluation Policy Brief Report and Management Response;
20. Independent Evaluation of UNSDCF 2018-2022 Final Report;
21. Independent Evaluation of UN Joint Delivery As One 2018-2022 in Targeted States;
22. Formative Evaluation of GoN-UNICEF Nutrition Country Program Component 2018-2022 Final Report, Evaluation Policy Brief Paper and Management Response;
23. End-Cycle Evaluation of GoN-UNICEF Health-HIV Country Program Component 2018-2022 Final Draft Report;
24. Final Evaluation of Girls Education Project 3 in Northern Nigeria 2012-2022 and Management Response;
25. Impact Evaluation of Birth Registration Program 2012-2016 Final Report and Management Response;
26. Formative Evaluation of FGM Community Engagement in Nigeria Final Report and Management Response;
27. Final Evaluation of GoN-UNICEF WASH Program 2014-2022 funded by donors (EU, FCDO/UK Aid) and Management Response;

- 28. Independent Evaluation of UNICEF Evaluation of UNICEF’s Coverage and Quality of interventions in Complex Humanitarian Situation in Northern Nigeria 2021 Final Report and Management Response;
- 29. 2021 MICS and NICS Survey Findings Report;
- 30. National Foods Consumption and Micronutrient Survey 2021 Preliminary Report;
- 31. Nigeria Demographic and Health Survey 2018 Final Report.

Annex2: Proposal submission – Elements of RFP

UNICEF will apply its procedure of competitive bidding process of contracting and results-based management of Consult Firm for delivery of high-quality end products. In presenting its technical proposal, the evaluation team should take into consideration the limits and opportunities for using innovative and appropriate methods for qualitative data collection (KIIs) for cost saving within the global crisis and in-country particular constraints as well as most efficient use of resources (human and financial).

A Request For Proposal (RFP) will be elaborated by UNICEF Supply Section/Operations for the services contract process. Institutional contract with credible reputed worldwide consortium of evaluation in partnership with Nigeria’s local research/evaluation institution will be the preference for this high demanding evidence generation.

Below criteria for the technical assessment of the technical proposal has been defined by UNICEF Evaluation Manager in consultation with the Supply and IMERP Committee. UNICEF Supply Section/Operation will take care of the financial assessment of offers from bidders.

UNICEF Supply Section will advertise technical and financial Proposals Request for Proposals (RFP) at country level and worldwide using all African and international networks. The RFP will be also communicated to the Nigeria Association of Evaluators, the African Evaluation Association of Evaluators and other Asia, European and American Association of Evaluations.

Table 1: Criteria for technical review of proposals submitted by institutional consult firm

Technical Criteria	Technical sub-criteria	Max.Points
Overall Response	Quality analytical understanding of Nigeria country context and the conceptual and global framework of Country Program Strategic Program Planning and Management; Solid presentation of the Purpose and Expectations of an Evaluability Assessment	5
Standard Strategy/ Methodology for Evaluation	Design, Methodological Approaches and Analysis Framework are very solid to generate credible evidence and answers to Evaluation Questions, Objectives and Ethics	30
Consult Firm proposed Team dedicated to this evaluation	Team Leader Consultant having solid Academic Qualification and Professional and knowledge of Strategic Child Rights and Evidence-Based and Logic Model Programming (solid Capability on RRBM) and solid capability of engaging strategic discussions with	20

	stakeholders and performing the Evaluability Assessment of five years UNICEF Country Program of Cooperation	
Trusted Organization for CPD Evaluability Assessment	Evidence of concrete experience of completion of an Evaluability Assessment of UNICEF Strategic Plan or Country Program of Cooperation and demonstration of concrete example of a Quality EA Final Report approved by UNICEF and Govt and used for decision making; also experience of familiarity with Africa/Nigeria context.	15
• Sub-Total Score for Technical Proposal	-	70
• Financial Score	Value for Money Bidders are requested to break down their costs into 3 categories; a) staffing/Professional fees, b) Operation costs and c) Administration fee and also to provide additional detailed cost for qualitative data collection.	30
GRAND TOTAL	-	100

Global Standard Service Contract Clauses:

Other Clauses: PSEA Language Consistent with the UN Secretary General’s Bulletin related to “Special measures for protection from sexual exploitation and sexual abuse” (ST/SGB/2003/13), entities and individuals entering into cooperative agreements with an agency of the United Nations are obligated to “take preventative measures against sexual exploitation or abuse, to investigate allegations thereof, or to take corrective action when sexual exploitation or sexual abuse has occurred.”

Failure to do so “shall constitute grounds for termination of any cooperative arrangement with the United Nations.” The Contractor is expected to have in place explicit policies related to the prevention of sexual exploitation and abuse of beneficiaries, including commitment to the IASC 6 Core Standards (IASC/2002), and the investigation of such cases. Where the contractor does not have enough capacity for the investigation of such cases, it should request the support of UNICEF. Reasonable suspicion of sexual exploitation or abuse of beneficiaries may be reported by any individual to UNICEF if the complainant so prefers.

Conditions:

- The contractor will work remotely on its own computer(s) and use its own office resources and materials in the execution of this assignment.
- **The contractor’s fee shall be inclusive of all office administrative costs**
- The contractor’s fee should be **inclusive of all travel cost**.
- Please also see UNICEF’s Standard Terms and Conditions attached.