

TERMS OF REFERENCE

FINAL EVALUATION OF THE CONVENIO "*Contribute to improving the resilience of vulnerable rural communities in West Bank and Gaza to enable their access to rights in a sustainable and equitable manner (18-CO1-900)*"

1. INTRODUCTION

The **Object of the Evaluation** is the Convenio "*Contribute to improving the resilience of vulnerable rural communities in West Bank and Gaza to enable their access to rights in a sustainable and equitable manner (18-CO1-900)*", which are carrying out the Fundación Promoción Social (FPS), the Palestinian Agricultural Development Association (PARC) and the Rural Women's Development Society (RWDS), with funding from the Spanish Agency for International Development Cooperation (AECID).

The **basic reasons** for this final evaluation are:

- Comply with the regulations contained in Law 38/2003, of November 17, General of Subsidies, and RD 887/2006, of July 21, as well as Order AUC / 286/2022, of April 6, in which establishes the obligation to carry out a final evaluation in the Development Agreements financed by the AECID.
- Be budgeted in the formulation of the agreement in question and be considered relevant by the OTC of Jerusalem.
- Open learning processes that allow useful conclusions to be drawn for the improvement of methodologies.
- Study the management of the intervention through systematic and in-depth analysis of the objectives and results expected and achieved.
- Consolidate information channels among local partners, the FPS and the AECID, encouraging participation and transparency of the intervention

It also considers the need to be able to assess the extent to which the intervention is approaching the general objective of development aid: the fight against poverty and, in particular, the achievement of the United Nations Sustainable Development Goals with which it is interrelated. the Convenio (ODS 1, 2, 5, 6, 7, 13 and 16), in the West Bank and Gaza Strip.

Another purpose of the evaluation focuses on the value of evaluation as a process of learning and knowledge management, as well as its contribution to accountability and transparency among all actors, including the target group, as the right holder and active subject that participates in the achievement of development results.

In order to ensure the participation of the target group and ensure the adequacy of the actions taken and open processes of appropriation of the dynamics of change taken as an essential multiplying agent that enhances the viability of the agreement once the external aid ends.

In this perspective, the final evaluation should be approached from different perspectives in order to offer an analysis that integrates the interests and needs of each of the key actors of the intervention.

The **general objectives** of the evaluation are:

- Evaluate, after the elapsed execution period, the relevance of the intervention and its objectives in relation to the problems and vulnerabilities identified in the Agreement, within the framework of the sectoral strategy on Rural Development of Spanish Cooperation.
- Value the design and execution of the intervention. The coherence between the expected results and the achievement of the objectives, as well as their scope in the evaluated period, reorienting them if necessary.
- Value the activities carried out, their contribution to the achievement of the results and the optimization of the resources used to carry them out.
- Analyze at this moment the foreseeable impact of the intervention.
- Establish a qualitative and quantitative measurement of the indicators with respect to the different baseline studies conducted and the indicators constructed in the agreement's planning matrix.

Regarding the **usefulness** of this evaluation, it is expected to obtain recommendations regarding key elements of the intervention of both organizations, FPS, PARC and RWDS, referring both to its design and planning and to its management and execution. Thus, some of the specific areas from which lessons could be learned and recommendations could be:

- 1) Analysis of FPS, PARC and RWDS as holders of responsibilities with respect to the actions linked to the agreement and its relationship with the target group, assessing their strengths and weaknesses, as well as possible opportunities for improvement.
- 2) Analyze how these NGOs have positioned themselves and added value in response to both national development needs and others not considered at the time of their formulation.
- 3) Identify successful lines of action and opportunities.
- 4) Identify challenges faced with respect to the time of formulation (especially the context caused by the COVID-19 pandemic).
- 5) Evaluate the strengths, weaknesses and capacities of the intervention in relation to opportunities for cooperation in the West Bank and Gaza Strip.
- 6) Offer guidance for the definition of strategies for the medium and long-term.

2. BACKGROUND OF THE INTERVENTION

Socio-economic context

The intervention contemplated in this “Convenio” takes place in the rural areas of the Nablus Governorate, West Bank (18 locations) and Jan Yunis Governorate; Gaza (7 locations). Following the rights violation approach, the problem to be addressed is the

lack of access to available natural resources, which causes food insecurity and hinders the fulfillment of the necessary rights to contribute to the resilience of the vulnerable rural population in Palestine. The situation in rural areas prevents society from reaching an optimal level of income, negatively affecting its economic growth. As it is a problem that is generated by the conjunction of multiple conditions, its resolution requires a complex and transversal approach, which includes an integrating vision through different approaches and areas of action, which include objectives related to environmental sustainability, promotion of clean energy and gender equality. Under this approach, the Agreement has supported the building of resilience of the Palestinian population, facilitating sustainable production models and promoting inclusion, through the following areas of action:

- Access to natural resources for the rural population: adequate access to agricultural land has been aimed at increasing agricultural production, and therefore not only guaranteeing access to adequate food, but also improving the economic conditions of the population. The adequacy of the land, training in production techniques and the efficient management of water resources for irrigation represent a necessary combination to solve this problem. Specific reinforcement activities for women have been taken into account, as a group of special vulnerability and therefore with considerations that justify differentiated actions. In addition, the sustainability criterion applied to such a scarce resource in the geographical context of intervention, such as water, will be facilitated through the application of modern techniques and the combination of solar energy (such as the use of solar panels to activate water pumps). The training and generation of skills will be basic actions to guarantee the appropriation of new methodologies and their continuity.
- The strengthening of both individual and organizational capacities among the target group, have been aimed at resolving inefficient marketing practices. The system of associations and cooperatives has an important history in Palestine, but it is a long and complex process that requires accompaniment. Capacity building has been carried out under the Convention at various levels: at the level of duty bearers (both farmers' and producers' cooperatives and irrigation associations) and at the level of rights holders. Technical skills (food transformation and processing), management (administrative) and negotiation skills (establishing commercial links between producers and marketers) have been promoted.
- Adaptation to climate change, which greatly affects the agricultural sector, has been addressed through the promotion and implementation of green energies. The work with the university sector has provided significant added value in terms of *expertise*, capacity building and knowledge transfer. Training in the field of renewable energies has had an important practical component aimed at consolidating the knowledge acquired. Along with this, awareness campaigns have been carried out on good environmental practices, working on issues such as treatment and reuse of wastewater for agricultural irrigation and proper waste management, among others. The actions have been aimed at generating awareness and commitment to introduce new technologies without facing serious cultural or sociopolitical obstacles. They have relied on the communities so that they can fully participate in decision-making related to their own development and their ability to respond to disaster situations. The work with the Community Protection and Development Committees and the preparation of Development Plans have influenced the sustainable use of resources, with the aim that they do not have a negative impact on future generations.

- The Convenio has addressed the vulnerability of rural women under a gender equality approach, aimed at promoting their socioeconomic empowerment. With campaigns in defense of social and economic rights and awareness sessions aimed at men and women, aimed at reducing gender stereotyped approaches. Likewise, specific support services have been provided to women, which help them move from the informal to the formal economy, who have legal support and have access to control of their financial income.

Local partners

The Convenio is being executed by FPS and its local partners PARC and RWDS.

PARC is one of the largest non-governmental organizations working in Palestine and the largest in the field of rural development, agriculture and the use of renewable energy within the West Bank. It has extensive experience in the field of food security and water management, with the first strategic objective of the organization contributing to the improvement of household food security in the Palestinian territories.

Under this objective, PARC works in the following areas:

- Ensure additional water for agriculture through the promotion of rainwater collection and reuse of treated wastewater
- Development of marginal lands (land reclamation and opening and rehabilitation of agricultural roads)
- Development of the domestic economy: gardening, beekeeping, livestock, and food processing
- Improve the skills and knowledge of farmers and women in the field of agriculture and food processing
- Support to the agricultural industry as the main subsector of agriculture to guarantee the increase of employment among the Palestinian population.

RWDS is a non-profit, non-governmental organization that works to achieve equality between women and men in rural Palestinian communities, where it has a significant presence in both Gaza and the West Bank. Its area of work is oriented to:

- improving the livelihoods of poor and vulnerable women in rural areas;
- the reduction of all forms of gender-based violence, and
- improving the social and political participation of rural women.

Its vision aspires to achieve "equality between men and women, girls and boys in rural Palestine and in coherence with the Palestinian Declaration of Independence, international conventions and standards". Its mission is "to create a women's movement in the rural areas of Palestine that is capable of declaring and developing the economic, political and social rights of women." A set of values guides the leadership strategy of the organization, as well as the decisions, policies and the work of its workers. These values include equity, service to people in vulnerable situations, equality, participation, transparency, voluntariness, credibility and empowerment.

Its work is characterized by:

- Extensive experience at the community level aimed at the socioeconomic empowerment of Palestinian women and the strengthening of their livelihoods.
- Work aimed at ensuring the social and political participation of rural women, strengthening access to decision-making in their communities through the legitimacy that their participation in RWDS activities and the training they receive give them.
- Significant territorial presence in both Gaza and the West Bank, managing up to a total of 58 women's clubs, 7 of which are in Gaza.

Registration of the action in public development policies, both Spanish and local

In this way, its main strategic orientation is linked to goal 2.3 of SDG 1, and its line of action LA2.3.B Support rural producers to increase the production and productivity of their farms in a sustainable manner. And as other orientations the following: LA6.5.A Support water governance and comprehensive management of water resources; LA7.2.A Promote the use of renewable energy sources; LA5.5.C Promote women's access to economic resources (land, credit, etc.), linked respectively to SDG targets 6.5, 7.2 and 5.5

It is aligned with the **National Policy Agenda 2017-2022 Prioritizing Citizens**, specifically with the third pillar of "sustainable development" and the tenth national priority "resilient communities. These priorities establish as intervention policy, among others, gender equality and the empowerment of women, ensuring a sustainable environment, revitalizing agriculture and strengthening rural communities, strengthening the capacity for response to disasters and crisis management, increasing energy efficiency and accessibility to renewable energy, as well as increasing agricultural land.

Agricultural Sector 2017-2022 " Resilience and Sustainable Development" (ENSA), aligning the agreement with 4 of its 5 strategic objectives:

SO1: Ensure the resilience and union of farmers to their farmland, and the contribution of the agriculture sector in the development of the Palestinian State.

SO2: Efficient and sustainable management of natural and agricultural resources for a better adaptation to mitigate the negative consequences of climate change

SO3: Increased agricultural production, productivity and competitiveness, as well as improved access to local and international markets, and the contribution of agriculture to GDP and food security.

SO4: Improved access by male and female farmers to the necessary services to increase the value chain of agricultural products

Target group to which the intervention is addressed as Right holders (RH) and Responsibilities bearers (RB):

The formulation of the intervention proposes to influence the quality of life and the resilience capacity of:

- **Rural population** located in 18 communities in the Governorate of Nablus

(West Bank) and 7 communities in the Governorate of Khan Younis (Gaza)¹. To this end, a total of approximately 1,001 people in Gaza have been identified as a direct target group, of which 40% are women. 6,164 people have been identified in the West Bank of which 45% are women.

- **Women:** either as heads of families or as young entrepreneurs from small production units, the inclusion of this group within the logic of our intervention is essential. This group is affected by numerous social, cultural and economic conditions that cause their de facto exclusion from the natural resource management process. The transformation of rural women, both individually and in groups, into promoters of sustainable development and agents of change for a more efficient future planning of the management of livelihoods and natural resources is a main objective of this Agreement.
- **Rural youth:** through their training and participation, the aim is to attract them to the agricultural sector as a professionally attractive sector with options for the future. The young population has been prioritized for actions related to entrepreneurship and specialized technical training in renewable energies.
- **Community Development and Protection Committees** in the towns of Beit Dajan, Beit Fourik, Talfeet, Qaryut, Doma, Boreen, Oreef and Asira Alqibliyeh, representing all segments of Palestinian society.
- The **local staff** of **PARC** and **RWDS**, with continuous support, workshops and specific training in order to strengthen their capacities as holders of responsibilities.
- **Local committees:** representatives of the municipal councils, key actors and pioneer farmers who have participated in the identification and preparation of the Convenio, as well as farmers' associations. The local committees created have played a determining role at the following levels:
 - Participation in the selection process of the people who have participated in the activities.
 - Participation in the process of supplying and distributing the necessary materials to carry out the intervention.
 - Participation in the supervision and follow-up of the Convenio during its implementation and in the process of continuous evaluation and accountability. The target locations have been represented in the steering committee in charge of supervising the follow-up of the implementation of the Convenio. Its presence on it has allowed a specific participation and knowledge of the implementation of the activities of the Convenio.

¹ Nablus: Boreen, Oreef, Rojeeb, Azmout, Borqh, Beit Dajan, Aqraba, Qusrah, Talfeet, Asira Al Shmaliyeh, Asira AlQibliyeh, Qaryut, Joureesh, Doma, Deir Hatab, Einyabous, Beit Fourik, Jumae'n
Khan Yunis: Absan Al Saghera, Al Fokhari, Al Qrara, Khuza'a, Qa'a El Qurein, Gezan Al Najjar, Al Manarah

Execution dates and economic scope of the Convenio:

Actual start date of the Convenio: February 1, 2019 (pre-identification phase from October 15, 2018 to January 31, 2019)

Actual date of termination of the Convenio: April 30, 2023

Total cost of the Convenio: 2,725,050 euros

3. SCOPE OF THE EVALUATION AND INVOLVED ACTORS

With regard to **the scope** of the present evaluation, this will include all the components of the Convenio referred to in point 2, executed in the governorates of Nablus and Khan Junis.

The study will include three main **areas of analysis referred exclusively to the evaluated period:**

a. Design of the intervention The design of the Convenio as a whole will be evaluated, considering the coherence and relevance of its objectives and the actions that comprise it.

b. Management of the intervention. It will analyze the institutional structure-planning, coordination among actors, management, adaptation of human and technical resources, effective participation of the different actors, etc.

c. Evaluation of results. It will be evaluated to what extent the actions have achieved their results and objectives, as well as their contribution to the fulfillment of the objectives of the Spanish Cooperation. It will also be useful to determine the relative importance of forecasting the impacts, expressing them in terms of breadth and sustainability, the effects on the physical or socioeconomic environment, and the degree of involvement of national, local and community institutions where the impacts are located. Useful conclusions and recommendations should be included in order to incorporate them in the eventual new rural development programs. This area will be a priority within the evaluation.

For the evaluation, the indicators designed in the formulation and in the baselines carried out throughout the Convenio will be used. If necessary, the evaluator should design other unforeseen new indicators to measure progress.

The **period of time** that the evaluation will cover will be the period from the identification period of the Agreement, between **October 15, 2018, and January 31, 2018, and the execution period, which began on February 1, 2019.**

As for the **actors involved** in the evaluation process, they will be the following:

- Evaluation team (preferably local evaluators)
- Responsible for the Convenio at the FPS headquarters
- Delegates of the FPS in the territory of execution of the Convenio
- Local partner PARC
- Local partner RWDS

- Local Committees
- People who have directly participated in activities such as RH
- OTC of the Spanish Cooperation in the territory of execution (Jerusalem)

An evaluation monitoring committee will be formed whose functions will be: to validate the present terms of reference, to approve the planning documents designed, to facilitate the work and access to the sources of information to the evaluators, to approve and complement, if necessary, the documents of work to be carried out, as well as the approval of the final conclusions. This Follow-up Commission will be operational from the initial phase to the end of the fieldwork.

The Follow-up Commission will be composed of:

- A representative of the headquarters of the FPS
- The Delegates of the FPS in the country of execution of the Convenio
- The Convenio Coordinators appointed by the local partners
- Representatives of the OTC of Spanish Cooperation in the country of execution

The Evaluation Management Unit will be formed by FPS staff both in headquarters and in the field and a representative of each of the local partners involved in the project. The Management Unit will be the interlocutor for everything related to the management of the evaluation.

The basic documentation on which the evaluation should be supported and to be used by the evaluators will be:

Documents	Localization
Formulation of the intervention	FPS
Regulatory rules/legislation	FPS, AECID
Budget frameworks	FPS Field
Sectoral Strategy for Agricultural Development of the ANP	FPS, ANP
Partner Country Poverty Reduction Strategy Papers (PRSPs)	FPS, AECID
V Master Plan for Spanish Cooperation 2018-2021	AECID (Web)
Sectoral Strategy Document of the Spanish Cooperation	AECID (Web)
Geographical strategy documents	AECID (Web)
Documents of the Joint Commission with Palestine	AECID (Web)
Monitoring reports	FPS
Strategic plans of the local partners	Field

4. QUESTIONS AND LEVELS OF ANALYSIS OF THE EVALUATION

The Final Evaluation of the Convenio consists of an evaluation of the design, process, and results of the agreement in execution. **Levels of analysis:**

a) PROCESS PERSPECTIVE: the evaluation of the **design** of the cooperation policy of the NGO in the country, centered mainly on two aspects: the planning and organization framework and execution of the intervention. In addition, the evaluation of **the process of implementation and management** examining, among other aspects, the operational structure of the NGO in the country and the process of pre-selection and final selection taking into account the vulnerability criteria.

b) CONTEXT PERSPECTIVE: the evaluation of the political, social and economic environment in which the intervention is inscribed and how it relates to that environment.

c) PERSPECTIVE OF OBJECTIVES: Finally, the evaluation of results and objectives achieved with the action, which will be specified in an analysis of the selected interventions in each selected country.

The project cycle of the intervention will be examined, assessing, among other elements, its impact on the promotion of **gender equality, environmental sustainability and cultural diversity** and its coherence with sectoral strategies in rural development in Palestine. A **quantitative and, where appropriate, qualitative measurement** of the indicators of achievement will be made to measure the results taking as a starting point the baseline study of the Convenio.

Depending on the context and the intervention framework, the evaluation will assess the quality and coherence of the Convenio, the alignment, and adaptation to the development context of the country and the priorities of the Spanish Cooperation, the internal harmonization, the coherence of the instruments used with the prioritized geographical areas.

Based on the analysis, the evaluation team will identify the main strengths and weaknesses of the intervention **and will offer recommendations that will serve to improve future actions, mainly oriented to strategic design, operational management, and the instruments used and the results obtained, in each of the evaluated actions.**

The questions can be prioritized by the evaluation team attending to the interests of the parties and conditions of the evaluation, the most important being those related to the results and objectives achieved as well as the execution and management process.

5. EVALUATION CRITERIA

This evaluation will consider the **evaluation criteria** of the Spanish Cooperation - *pertinence, effectiveness, efficiency, feasibility and impact*-, evaluating its degree of compliance.

Taking into account these criteria, and their interrelation, **the information needs** that have to be covered throughout the analysis have been determined, and some of the fundamental **evaluation questions** have been defined, to which the evaluation team must respond. The evaluator will complement them with those others considered necessary.

Relevance

Adaptation of the intervention to the context, the problems detected and priorities established by the beneficiaries, public administrations and the donor community. In the analysis, the Alignment criteria will be taken into account in relation to the public policies developed in the country and the Harmonization with other donors and NGOs that are operating in the area.

Evaluation questions:

Does the intervention fit the needs and priorities of the population participating in the Convenio?

How does the target group prioritize its needs? Is there a correspondence of the priorities established by it with the objectives of the Convenio?

Have your priorities changed since the beginning of the Convenio?

Are the Convenio lines consistent with the guidelines established in the sectoral strategy documents that concern them and with the corresponding country strategy documents?

Are the principles of action of the NGDO consistent with the public policies that affect the country?

Has there been consultation and agreement with the competent public authorities as holders of obligations throughout the identification, formulation, and execution of the Convenio?

Do the objectives of the strategy of this intervention present synergies with other policies and programs in execution?

Are they compatible with the objectives and results of the intervention evaluated in the context in which they are carried out?

Effectiveness

A degree of compliance with the objectives set by the NGDO, at a strategic and operational level. The coverage of the Convenio in relation to the target group will be specifically assessed. The costs of the intervention will be weighted.

Evaluation questions:

Have the planned activities been carried out and have they been sufficient and necessary for the achievement of the results?

Have the expected results been achieved? What factors-internal or external-have influenced the scope of results?

Have the specific objectives been achieved?

How many are and how have you selected the people who have participated in the proceedings of the Convenio?

What has been your participation in the implementation of the Convenio?

Are there groups of people harmed by the Convenio? Has anything been done to minimize the negative effects?

What gender impact has the Convenio had? Have there been specific activities geared towards the promotion of gender equality?

Efficiency

Measurement of the scope, and results in relation to resources (financial, material and human) and the time spent by the intervention. It is about showing how the available resources are transformed into results.

Evaluation questions:

Have the funds been available in the foreseen times? Have there been variations regarding the formulation?

Was the profile of the managers adequate to the intervention and its objectives? What monitoring mechanisms of the Convenio have been used?

Are the material resources directly related to the achievement of results? What are the indirect investments for these achievements?

Have the times foreseen in the formulation been fulfilled? What external and/or internal factors have influenced the eventual delays?

Viability

The probability of continuity of development processes beyond the time of action of the NGO, with the maintenance and management of the results, obtained and even with the implementation of new complementary actions.

Evaluation questions:

If the right holders are the key actor in economic solvency, have they participated by contributing funds?

If part of the cost of the results had to be covered institutionally at the end of the Convenio, have the public institutions expressed their commitment to assume them? Do they have the economic and financial capacity to do so?

Have people and institutions been aware of their responsibilities? Have they developed or possess the necessary capabilities to ensure the flow of benefits?

Impact

The impact is understood as the visualization of the positive and negative global effects caused by the intervention. The elements of the planning matrix under study for this criterion will be the specific objective and the general objective and its causal relationships.

Evaluation questions:

What expected long-term effects of the Convenio have been achieved or is it likely to be achieved?

How has the local counterpart strengthened and is expected to be strengthened in the long term?

Has any change of attitude in the beneficiary population been achieved during the evaluated execution period?

Is the target group aware of the effects achieved or potentially achievable?

6. METHODOLOGY AND WORK PLAN

Methodology

For a purely indicative purpose, a brief description is given of the methods that will be used:

1. Interviews with key informants
2. Focus group interviews
3. Direct observation

Workplan

With this type of interviews, information will be obtained of those cases in which it may be difficult or unadvisable to conduct a complete random sampling.

The evaluation will have **three phases**, apart from the preparatory activities, with an estimated duration from the signing of the contract:

Phase I: Desk/cabinet study

Phase II: Field work

Phase III: Preparation and presentation of the Final report

Phase I. Cabinet study (estimated duration: 3 weeks from the validation of the work program):

- Analysis of the available documentation regarding the performance of the NGOs in the country of execution and at the headquarters in the case of FPS.
- Identification and examination of documentation referring to the context of national, regional and local actors.
- Identification key actors at HQ level (desk officer responsible for country, head of department, regional director, officer responsible for relations with AECID, etc.) and in the field (OTC/AECID, Delegation of FPS in Jerusalem, PARC and RWDS in Gaza and West Bank)
- Conduct interviews with key actors at HQ
- Request and examination of any additional information
- Design of the methodological tools for the collection, processing and analysis of information, that will ensure the reliability of the sources and accuracy of processing and analysis in the field

Phase II: Field work (duration estimated: 4 weeks)

- Conducting interviews with key actors in the country, and request of any additional information to other organizations and actors institutional and/or international (these interviews with key actors, include all the actors involved, previously listed, as well as others not included that the evaluator might consider relevant)
- Use of the methodological tools designed for the collection of information available
- Realization of a number of surveys to provide an overview of the performance of the NGOs within a certain temporal and geographical context
- Analysis of results and impacts obtained
- Drafting of a *Preliminary Field Report* which will include a report of the activities carried out in the field work
- Visual inspections of the interventions and infrastructures built in the framework of the action

Product of Phase II will be a Preliminary Field Report

Phase III: Preparation and presentation of the Final Report (estimated 5 weeks duration):

The evaluating team will proceed with the drafting of the Final Report which will integrate the assessment of different levels of analysis.

Product of Phase III will be the Final Report

The final evaluation will include the 3 above-mentioned levels of analysis integrated and interrelated.

The Preliminary Field Report will come as an annex the Final Report.

Once the Final Report has been finalized, the evaluation team may participate in the activities of presentation of results.

In any case, the team will maintain its independent criteria and must not agree on the terms of the report with people outside of it. During the interviews, the evaluators may choose, if they wish, not to be accompanied by people outside the evaluation team. The use of the Spanish Cooperation Evaluation Methodology (2001) and the review of the Spanish Cooperation Evaluation Management Manual (2007) is recommended, as well as the Guide for the evaluation of development cooperation agreements, projects and actions. of AECID (2019)

7. STRUCTURE AND PRESENTATION OF THE EVALUATION REPORTS

Regarding the **Preliminary Field Report**, it should pick up a memory of activities (interviews, meetings, visits to project, surveys or working groups with beneficiaries, etc.).

It is appropriate that the **Final Report** be structured according to the following scheme:

1. Introduction:
 - a) Structure of the presented documentation
 - b) Background and objective of the evaluation
 - c) Methodology used in the evaluation
 - d) Factors and limits of the study
 - e) Presentation of the evaluation team
2. Questions and evaluation criteria.
3. Process analysis (first level): design of the cooperation policy of the NGO and management process and implementation of the cooperation agreement to the development in the country.
4. Context analysis (second level): political, social and economic environment in which register the intervention and as it relates to such an environment
5. Analysis of objectives (third level): results of the interventions under study (sectoral, temporal and geographical scope).
6. Conclusions of the evaluation.
7. Recommendations and lessons learnt.
8. Annexes shall contain the primary information generated in the field phase.

The Final Report shall not exceed 50 pages and will be accompanied by an Executive Summary of a maximum of 10 pages, as well as an Evaluation Summary Sheet following the format established by the OECD/DAC for the inventory of evaluations of this institution.

Two copies of the Final Report in Spanish and one in English on paper and computer support of all the evaluation will be handed to the contractor.

8. EVALUATION TEAM

The Evaluation Team will be responsible for the high level of performance.

The Evaluation Team must be composed of a minimum of 2 experts, whose availability should be made explicit in the offer.

The Evaluation Team shall have the following pre-requisites:

- a. Experience in Cooperation for Development and the techniques and methodologies of general evaluation
- b. Experience in the planning, programming, management and evaluation of development cooperation projects.
- c. Proficient knowledge of English.

- d. Proven capabilities to assess the good knowledge of the Palestinian reality and experience in the field of Water Resources, Environmental Protection and Agricultural Development.

The evaluation company must provide the CV of the selected persons to perform the evaluation and a work plan.

It will be preferred an assessment team that count with professionals from the countries of execution and who are familiar with the reality on the ground.

The team leader to act at all times as partner and representative to the NGO in contact with those responsible for and involved in the projects. Any change in the composition of the evaluation team must be previously notified and authorized by the Evaluation Management Unit.

As it is an external evaluation, in such a way that the evaluation team will accompany the staff of the NGO on the ground, but not let them interfere in the work of the advisors and guaranteeing its independence in the development of the work and the issuance of the Final Report.

The proposals received will be analyzed following the following evaluation table:

	Maximum score
Technical proposal according to the ToF:	
Evaluation tools	12
participatory approach	10
Incorporation of transversal approaches	12
Gender approach	10
Evaluation team:	
Experience in evaluation of cooperation projects	10
Knowledge of intervention sectors	10
Joint experience of the evaluation team members	6
Economic proposal:	
	30
Total	100

Total budget in euros (all taxes included): 18,000 euros

Form of payment: 40% at the signing of the contract

60% upon presentation and approval of the Final Report

9. EVALUATION

The evaluation team must meet certain requirements, both professional and ethical, which include:

- **Anonimat and confidentiality:** The evaluation must respect the right of people to provide information ensuring their anonymity and confidentiality.

- **Responsibility:** Any disagreement or difference of opinion that may arise between the team members or between them and those responsible for the Agreement, in relation to the conclusions and / or recommendations, should be mentioned in the report. Any statement must be supported by the team or record the disagreement about it.
- **Integrity:** Evaluators will be responsible for highlighting issues not specifically mentioned in the Terms of Reference, if necessary to obtain a more complete analysis of the intervention.
- **Independence:** The evaluation team must guarantee its independence from the evaluated intervention, not being linked to its management.
- **Incidents:** In the event of the appearance of problems during the realization of the field work or in any other phase of the evaluation, these should be communicated immediately to the NGO. If this is not the case, the existence of such problems can not be used to justify the non-achievement of the results established in these technical specifications.
- **Validation of the information:** It is the responsibility of the evaluation team to guarantee the veracity of the information gathered for the preparation of the reports, and will ultimately be responsible for the information presented.
- **Evaluation Reports:** The dissemination of the information collected and the Final Report is the prerogative of the signatories of the agreement to be evaluated, the AECID and the FPS.

10. TIMETABLE FOR THE EVALUATION:

The provision schedule would be as follows:

- 1) Submission of proposals: **until November 21, 2022**
- 2) Selection of evaluating company: **December 12, 2022**
- 3) Presentation of the evaluating company to AECID: **December 19, 2022**

- 4) Phase I: 3weeks from signature of contract

Deadline, **May 20, 2023**

- 5) Phase II: Field work: 4 additional weeks

Deadline, **June 27, 2023**

- 6) Phase III: Presentation of the draft Final Report: 5 additional weeks

Deadline, **August 1, 2023**

- 7) Discussion of the draft Final Report and elaboration of the Final Report: from the submission of the Evaluation Team to the submission of the Final Report to AECID.

Deadline, **September 20, 2023**

8) Submission of the Final Report: before October 31, 2023.

11. SUBMISSION OF OFFERS FOR THE EXTERNAL EVALUATION:

The offers presented will follow the following scheme:

- **Technical offer, with the necessary attachments, (CVs of the evaluating team, experience of the firm, etc.)**
- **Financial offer**

The offer should be sent to the following e-mail addresses with the subject:
“PROPOSAL FOR FINAL EVALUATION OF THE CONVENIO 18-CO1-900”

promocionsocial@promocionsocial.org