



Refugee Law Project

School of Law, Makerere University
A Centre for Justice and Forced Migrants



TERMS OF REFERENCE

MIDTERM PROJECT EVALUATION

1. BACKGROUND

The Refugee Law Project (RLP) is an outreach project of the School of Law, Makerere University, established in 1999 to ensure that all people enjoy their human rights irrespective of their legal status. Our Mission is to empower asylum seekers, refugees, deportees, IDPs and host communities to enjoy their human rights and lead dignified lives. The Refugee Law Project has a wide physical presence in Kampala, Hoima, Mbarara, Gulu, Kitgum, Nakivale, Kyangwali, Kiryandongo, Lamwo, Adjumani, Maaji, Bidibidi (Yumbe), Palorinya (Obongi) and Arua.

Refugee Law Project is implementing a four-year project that started on 1st May 2019 and will end on 30th April 2023. The project, "**Securing Refugee-Host Relations in Northern Uganda through Enhanced Protection (SRHR-EP I)**," (Project No. 4000002708) is funded by the Foreign Affairs Ministry of the Netherlands. The project is implemented in the refugee-hosting districts of Kiryandongo, Lamwo and Adjumani with a total budget of €7,477,207 .

The project has five objectives:

1. Strengthen Rule of Law stakeholders in Uganda (including Uganda Police Force, Immigration, Prisons, UPDF, Magistrates, Community leaders) through providing appropriate technical knowledge and skills required to interact effectively with complex refugee communities. This builds on the training manual published during Phase I to realise key policy initiatives.
2. Address profound harms experienced before and during flight using the proven Screen-Refer-Support-Document model to reduce refugees and hosts' vulnerabilities, promoting access to health and enhancing self-reliance.
3. Empower refugee and host voices, to speak for themselves in dialogue with stakeholders on rights, protections and service provision, and create skills for present and future usage.
4. Enhance durable refugee-host relations by engaging host communities in mitigating sudden overpopulation and resultant environmental degradation through income generation and reforestation activities.
5. Promote best practice through national dialogues and regional and international advocacy on refugee-host relations in Uganda.



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SRHR-EP II builds on the achievements gained from phase 1 (SRHR-EP I) which was implemented between 1 September 2017 to 30 June 2019 with a total budget of €2,797,147. This midterm evaluation will assess the progress made towards achievement of project deliverables at the halfway point of the current project. It will also provide the foundation upon which critical performance areas of the project will be assessed at the end of project evaluation.

2. OBJECTIVE OF THE EVALUATION

The purpose of the evaluation is to:

- a) Assess the performance, achievements, and lessons learned from the project.
- b) Assess project performance against the evaluation criteria: relevance, effectiveness, efficiency, sustainability and impact.
- c) Assess the progress made so far towards achieving the objectives set out in the project.
- d) Assess the coherence of the different components of the project and how they strengthen each other.

3. OUTPUT AND MIDTERM EVALUATION CRITERIA

In assessing project interventions, the midterm evaluation must follow The Organisation for Economic Co-operation and Development (OECD) six evaluation criteria: relevance, coherence, effectiveness, efficiency, impact and sustainability. .

a) Relevance:

- i) Was the project design relevant to identified needs and the extent to which the project has adapted itself to contextual changes?
- ii) Is there compelling evidence that points to the need for adjustment of the theory of change and the underlying assumptions that informed the project design?

b) Efficiency

- i) Are the financial resources, human resources and other inputs being used efficiently to achieve project progress?
- ii) What specific measures can be taken to enhance value for money in delivering project outputs?

c) Coherence

- i) To what extent has there been cooperation with other organisations/actors working on the same thematic components (in



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- terms of complementarity, harmonisation and co-ordination with others) ?
- ii) To what extent are the objectives aligned to the national priorities and strategies?

d) Effectiveness:

- i) To what extent are the planned project outputs delivered, and how are they contributing to the attainment of project objectives within the required timeframe?
- ii) What has worked/not worked well in terms of activity implementation and the processes/systems deployed to facilitate the same?

e) Impact:

- i) What impact on refugee-host relations could be attributed to the activities under each objective? ?
- ii) Have key project results and lessons learnt been incorporated into advocacy and training work?

f) Sustainability:

- i) What sustainability actions have been implemented in the first half of the project?
- ii) What needs to be done to strengthen the sustainability of the project in the second half of project implementation?

4. HOW THE EVALUATION WILL BE USED

- i) Project improvement: The learning and results of the midterm evaluation will inform decisions about the required midterm adjustments that will maximize project success in the second half of the project.
- ii) Proof of concept: This midterm evaluation will be used as proof of concept to independently assess the relevance of planned outputs, assess the theory of change and progress towards achievements of objectives.

5. SCOPE OF WORK

The project sites are in Adjumani, Kiryandongo and Lamwo districts. The consultant(s) or company will evaluate the project across all three project sites (Maaji II Refugee Settlement in Adjumani, Palabek Refugee Settlement in Lamwo, and Kiryandongo Refugee Settlement in Kiryandongo District). The midterm



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evaluation will assess the progress and results of all elements of the program, based on the above five evaluation criteria.

6. METHODOLOGY

The methodology will include:

- a) A desk review of the core SRHR-EP II project documents.
- b) Interviews with key informants. These include
 - o Project staff (tbd)
 - o Rule of Law: Police, Prisons, Judiciary, Immigration
 - o War-related Harms: Beneficiaries of medical referrals (including household members), Medical staff in hospitals to which RLP makes referrals, UNHCR and Implementing Partners, Office of the Prime Minister
 - o Voice: English for Adults learners, Video Advocacy Graduates
 - o Climate Change: Institutions (including schools) where tree-planting and growing has been undertaken
 - o District Local Government officials in the respective districts
 - o Relevant University Institutions
- c) Focus Group Discussions with beneficiaries, including; a) members of refugee-led support groups established under the project b) English For Adults (EFA learners) c) Video advocacy trainees d) legal aid beneficiaries
- d) Site visits to project field-based activity sites.

7. DELIVERABLES

- a) The work plan of the evaluation with timelines and activities
- b) Inception report
- c) First Draft of Evaluation report
- d) Final Evaluation report
- e) PowerPoint presentation of final evaluation findings

8. DURATION OF CONTRACT

This consultancy will be for a maximum of two and half months (109 days) and the period of performance of consultancy work will be from 15 October 2021 to 31 December 2021.

Deliverables	Number of days
Phase 1: Preparation	
Drafting ToR	5 days



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Review and approval of ToR	10 days
Run advert for ToR in print media & other RLP platforms	10 days
Shortlist potential consulting groups	5 days
Conduct interviews & select suitable consulting group	5 days
Consulting group signs contract	5 days
Phase 2: Inception	
Briefing of consulting group	1 day
Desk review of project documents by consulting group	10 days
Inception report delivered	2 days
Finalize workplan & methodology with RLP	9 days
Phase 3: Data collection	
Data collection in 3 districts (Kiryandongo, Adjumani & Lamwo)	21 days
Phase 4: Analyse data and report	
Data analysis	10 days
Submission of draft report before the presentation	1 day
Presentation & validation of findings	1 day
Submission of 2 nd draft report	5 days
Submission of final report	10 days
	Total days = 109

9. CONSULTANT'S PROFILE

- a) Post-graduate qualification in Monitoring and Evaluation or relevant field.
- b) Proven knowledge of Uganda's refugee situation.
- c) Minimum of 5 years working experience in Uganda.
- d) Knowledge of different evaluation methodologies.
- e) Fluency in English and excellent writing skills.
- f) Excellent communication and analytical skills.
- g) Minimum of 10 years of experience in evaluation of forced migration projects
- h) Experience working in the evaluation of large, multi-objective projects (preferably with some experience of EU, USAID, DFID-funded projects).
- i) Knowledge of refugee operations and programs.
- j) No conflict of interest.

10. LIMITATIONS OF USE AND CONFIDENTIALITY OF INFORMATION OBTAINED



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The consultant shall not use the information obtained from the course of their work for tender, research, or any other purpose or transmit the same to a third party without permission from Refugee Law Project.

11. OBLIGATIONS OF THE PARTIES

a) The Consultant

The lead consultant will assume overall responsibility for the deliverables.

b) The Client

RLP will support all stages of the evaluation process, including providing relevant documentation, assisting in the organisation of data collection (giving contact details, ensuring the availability of interviewees and relevant data, providing feedback on drafts of all agreed outputs, including methodology).

The RLP Senior Management Team will guide the evaluation, and they will:

- Provide input into the proposed methodology and tools
- Sign off final deliverables (inception report, final report)

12. BUDGET AND PAYMENT SCHEDULE

The consultant shall submit a budget that includes professional fees, travel costs and administration costs.

a) 20% upon contract signing.

b) 30% upon submission of a draft report after review of database and other relevant documents.

c) 50% upon submission and acceptance of the final report.

d) Refugee Law Project at Makerere University reserves the right to withhold all or a portion of the payment if performance is unsatisfactory or if outputs are not achieved.

If interested, please send the following to recruitment@refugeelawproject.org by 22 October 2021:

- A short expression of interest outlining your approach, proposed methodology, proposed timeframe, and work plan;
- Indicative budget;
- CVs of proposed team members;



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- Letters of reference from at least two referees;
- Certificate of completion of previous project evaluations;
- A sample of your most recent evaluation report