ANNEX I: Terms of Reference for Impact Evaluation for BMZ II Project in Şişli Istanbul

1. Background

Save the Children Turkey, in partnership with Refugee Support Center (MUDEM), has been implementing a project entitled, "*Strengthening resilience among refugees, asylum seekers and vulnerable host community children, youth and their families.*" starting from January 2019. The project aims to improve resilience, child protection and social cohesion among refugees, asylum seekers and vulnerable host community boys and girls and their families, in Şişli, Istanbul. Alongside protection, the project had strong livelihoods focus covering both entrepreneurship and skills building and job matching, as SCI's overall experience had shown that social cohesion becomes a more achievable outcome when youth from both communities are brought together around a common purpose such as attaining livelihoods. In this regard, the Şişli district has a unique advantage for the implementation of the livelihoods activities for Syrians under TP, and to a limited extent on asylum seekers as well as vulnerable host communities due to its lively economy. A complete list of activities and detailed logframe can be found at *Annex I. Detailed Logical Framework (Implementing Partner).*

Overall goal (Impact): Improved resilience, child protection and social cohesion among refugee, asylum seekers and vulnerable host community boys and girls and their families

Project goal/ Specific Objective (Outcome): Refugees, asylum seekers and host community boys and girls demonstrate increased resilience

Specific Objective Indicators:

% surveyed female and male adolescents/youth report using the skills and support they have obtained through this project to support their income generation within 6 months of completion of the programme (disaggregated by age, gender, and population group): 80 (R1) (Target: 80%)

and % of boys and girls that indicate increased resilience resources and psychosocial wellbeing: 480 and 80% (disaggregated by age, gender (50%-50%), and population group) (R2) (Target: 80%)

> **Result 1: Female and male adolescents and youth (age 15-25) from refugee and host communities have improved access to income-generating opportunities through employment and entrepreneurship pathways (total reach target: 1140)**

Result 1 Main Indicators:

% of targeted organisations/agencies/ governmental institutions report enhanced knowledge on labour opportunities for female and male adolescents and youth (disaggregated by type of stakeholder)

# of male and female adolescents and youth who are enrolled in employability or entrepreneurship pathways (disaggregated by type of pathway, age, and population group)

% of adolescents and youth successfully complete the employability or entrepreneurship pathways (disaggregated by type of pathway, age, gender, and population group)

Result 2: Social cohesion and resilience among refugees and host communities' girls, boys, women and men is promoted, minimizing negative stigmatization of refugees in communities (total reach target: 1690)

Result 2 Main Indicators:

% surveyed individuals report increased awareness on the topic they have been sensitized on (disaggregated by age, gender, and population group/stakeholder)

% of surveyed individuals report an enhanced feeling of social cohesion[1] after benefitting from the project (disaggregated by age, gender, and population group)

Result 3: Families in which children are engaged in child labour have improved access to support, and duty bearers have increased knowledge about trends and good practices for prevention and response to child labour (total reach target: 300)

Result 3 Main Indicators:

# of most-at-risk children/families attending individual family sessions

% of identified most-at-risk children/families attending individual family sessions report that they have enhanced access to support (disaggregated by age, gender, CP concern and population group)

% surveyed symposium participants (representing organisations/agencies/ governmental institutions) report enhanced knowledge on most common forms of

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[1] Affiliation, Insertion, Participation, Acceptance and Legitimacy (Jenson, 1998)

child labour and good practice on prevention and response (disaggregated by type of stakeholder)

2. Purpose of the Evaluation

This evaluation is expected to be an end-of-project evaluation. The results are expected to cover the differences at the beginning and the end of the project and while addressing the below specified key evaluation questions.

- The findings should cover the main causes of shortcomings, elaborate on the positive and/or negative impact of the implementation while reflecting on the achieved targets/results against objectives.
- Determine to what extent the aimed impact was achieved, and learn from the implementation strategies, processes and challenges encountered.

It should be noted that the evaluation methodology has to account for SC's ethical considerations, particularly concerning child participation.

3. Objectives and Key Evaluation Questions

The evaluation design is expected to address the below DAC criteria and research questions at a minimum:

3.1.1. Relevance

   i. To what extent has the project reached the most vulnerable and at-risk children and households?
   ii. To what extent has the project taken beneficiaries'/community initiatives' needs into account in design and implementation, concerning age, gender, disability, and population groups?
      i. How was the project adapted to meet the different needs of the beneficiaries?
      ii. Assess the scope of the Community Engagement Strategy.

3.1.2. Effectiveness

   iii. Did Save the Children and/or partners implement the project or programme as planned and if not, why not?
      i. Has the project adapted to covid-19 adequately? Assess to what extent have been virtual implementation (covid-19 adaptations) fulfilled the project's and beneficiaries' needs.
   iv. Assess the effectiveness of the criteria in place, on what basis was the beneficiary population and target groups selected. Were there other demographic groups that could/should have been included?
   v. Assess the effectiveness of specifically structured programs, including protection interventions (Individual Protection Assistance, Case Management, Referrals), Skills to Succeed (S2S), Entrepreneurship Program (BET), and Youth

Resilience Programs, particularly focusing on standard procedures and overall quality.

vi. Assess the capacity building and supervision efforts, both as part of SCI's partnership approach and on-the-job learning.

vii. Assess the information management structure in place throughout the project, particularly focusing on compliance with GDPR and local data protection law (Tur: KVKK)

3.1.3. Impact

viii. Assess the change/real difference the intervention made in the lives of the beneficiaries.

ix. To what extent were the project objectives achieved, what were the factors contributing to achievement and non-achievement.

x. Assess the impact of the project's covid-19 outbreak adaptation activities such as kit distribution.

3.1.4. Sustainability

xi. Will the changes caused by the project continue beyond the life cycle of the project?

xii. Has the project or programme improved the stakeholders'/SC's knowledge and programming to deliver results at scale?

   i. Has the project improved the awareness of stakeholders on protection principles, rights, and risks faced by the affected populations?

xiii. Was the transition plan in place adequate for the project activities continuation? What is the role of local stakeholders, particularly Sisli Municipality?

3.2. Scope of the Evaluation

The evaluation will cover the affected population, primary residing in Şişli, however, as part of covid-19 adaptation, the project was able to reach out to a wider geographic area through online activities. Thus, the evaluation should also account for the adaptation and reach outside of the primary location.

The evaluation should be as inclusive as possible in reaching beneficiaries from different gender, age groups, vulnerabilities, as well as relevant stakeholders. Inclusion youth is a must. The primary population groups targeted were Syrian beneficiaries in Istanbul, while host community beneficiaries were also reached through various activities.

4. Evaluation Design & Methodology

The evaluation will be conducted externally by an independent firm; the hired researcher/team member is expected to assume the role of team leader. Save the Children will facilitate access to the fields and partner organization, the contracted firm is expected to

rely on their network and secure operational permissions from the authorities if large scale fieldwork is proposed.

The evaluating firm is expected to draw the frame of the methodology for the evaluation, expand or restrict (with justification) the key evaluation questions. The firm should keep the below considerations in mind when submitting their design:

- All project materials will be provided for desk review. The initial methodology set can be revised following the desk research upon consultation with SC.
- A mixed-methods approach is desired for this study. The quantitative aspect is expected to be limited to end line data collection and to the tools used at the baseline phase which can be revised in line with the design proposed.
- Qualitative sampling shall depend on the principle of saturation, hence a fixed amount of FGDs and KIIs will not be favoured, instead, the evaluation firms are expected to submit a minimum and evidence-driven maximum number of FGDs/KIIs that may be conducted.
    - If control groups are going to be included in the design, the risk assessment needs to be approved by SC, particularly concerning children and youth participation.
- Separate FGDs will be conducted for boys and girls, women and men. Given that the project focuses on protection, no exceptions will be allowed for FGD recruitment. The age breakdown should be in line with the project's focus/selection criteria. The firm is expected to submit all procedures with the tools at the end of the inception phase, however, FGDs should be further disaggregated by the below criteria at a minimum.
    - Population group where different nationalities should not be put together unless it is desired for research purposes, justification is provided, and no conflict is foreseen in the light of the content
    - Age difference among the FGD participants should not exceed 5 years of age
    - The evaluating firm should ensure that CSG risks are mitigated, where a staff member is present outside the room, or coordinate with the SCI/partner teams to have focal points for children who wish to leave or need PFA.
- Child-friendly methodologies should be used in all child FGDs; interviews or surveys cannot be conducted with children.
- The evaluation methodology has to account for SC's ethical considerations, particularly concerning child participation.
- KIIs can be conducted with stakeholders, staff, community leaders, and hard to reach population groups.
- Children's well-being is paramount. It should be noted that as it is a protection project, data collection is open to unexpected disclosure or report of sensitive information. Accordingly, the firm's staff needs to be prepared to identify and intervene in case of disclosure during the evaluation, conduct internal referrals where relevant, and abide

by confidentiality principles. Mandatory Child Safeguarding, Identification & Referral training will be provided by SCI before data collection.

- If the evaluating staff are not fluent in Arabic and/or Farsi, high-quality interpretation should be arranged by the firm. Additional project staff or resources will not be dedicated to the evaluating team.
- Designated SCI staff will be conducting on-site monitoring during the evaluation, joining data collection at observation capacity.
- Field teams should consist of teams of two during the qualitative data collection, consisting of a woman and a man if applicable. The research teams should be gender-sensitive during the qualitative data collection, where the team should consist of women facilitating/note-taking/translating in women's groups, and vice versa.
- Where applicable, all evaluation activities must comply with covid-19 mitigations set by SCI.

4.1. Presentation of the Results

The evaluation firm should provide an inception report following the review of the secondary sources provided by SC before the fieldwork, which articulates the evaluation design and include the proposed methodology, sampling strategy, tools, team structure, and work plan. The fieldwork will be being following the presentation of the inception report to the relevant Save the Children staff.

All complaints, any identified incidents or concerns of CGS, Code of Conduct, fraud shall be reported as identified in line with SCI policies.

The evaluation firm is expected to submit all means of verification (i.e. interview outlines/notes, consent forms, FGD notes) together with the final report.

The evaluation firm shall not have exclusive copyright of the report or storing privilege concerning the collected data.

5. Duration of the Evaluation

The evaluating body will be selected in December. The evaluation is expected to begin on the 10th of December and be completed in 40 workdays inclusive of the inception period and reporting. The final report, including the integration of the feedback received from SC, is expected to be submitted by the 10th of February. Nevertheless, it should be noted that in the event of a project extension, the evaluation dates can shift by 3 months.

6. Hired Firm's Staffing Profile

- University degree in a relevant field (i.e. social sciences, statistics, social work, psychology)
- The team must contain at least 1 social worker and 1 psychologist.

- The team must contain at least 1 staff member who has experience in conducting child FGDs through child-friendly methodologies
- The team must be gender-balanced
- Proven track record in conducting quality evaluations (preferably in the protection sector)
- The team lead should have a thorough knowledge of the implementation context/sites
- The team lead should have a thorough knowledge of protection-related regulations in Turkey
- Valid work permits to work in Turkey
- The research team should consist of staff fluent in Arabic, Farsi, English, and Turkish.

7. Organization, Roles and Responsibilities

SC staff will act as the advisory group during the evaluation process and provide technical assistance (provision of the necessary documents and information, review of the evaluation design, methodology, tools). Practical assistance will not be provided (i.e. in-country travel, translation/interpretation, accommodation).

SC's facilitation of the communication between the hired firm and partner organization and beneficiaries will be at a minimum/introductory level. The firm is expected to utilise its network to reach local authorities and/or other stakeholders, appointments will not be arranged on demand. SC will try to ease reach if possible, however, the request should be established at the beginning of the evaluation and voiced on time.

8. Plan for Dissemination and Learning

The firm is expected to validate the findings through validation meetings/sessions and present them to SC Turkey and partner organization teams at the end of the evaluation process. All additional activities concerning dissemination and learning will be undertaken by Save the Children.

Detailed Logical Framework (Implementing Partner)

LOGICAL FRAMEWORK FOR THE PROJECT					
	Intervention logic	**Objectively verifiable indicators of achievement**	**Target Value**	**Means of Verification**	**Assumptions & Risks**
Overall objective	Improved resilience, child protection and social cohesion among refugee, asylum seekers and vulnerable host community boys and girls and their families				
Specific objective	**Refugees, asylum seekers and host community boys and girls demonstrate an improved sense of resilience**	% surveyed female and male adolescents/youth report that using the skills and support they have obtained through this project has improved their income generation within 6 months of completion of the programme	80% [disaggregated by age, gender, and population group]	Post assessment	
		# and % of boys and girls that indicate increased resilience resources and psychosocial wellbeing	480, 80% [disaggregated by age, gender, and population group]	Resilience Toolkit	
Expected results	*R1* – **Female and male adolescents and youth (age 15-25) from refugee and host communities have improved access to income-generating opportunities through employment and entrepreneurship pathways**	% of targeted organizations/agencies/ governmental institutions report enhanced knowledge on labour opportunities for female and male adolescents and youth	80% [disaggregated by gender, type of stakeholder]	Self-assessment	
		# of beneficiaries who <u>are not</u> part of the pathways have access to services (i.e. language, re-certification, MHPSS) following counselling	340	Registration and attendance database/tracker	
		# of beneficiaries who <u>are not</u> part of the pathways receive higher education exam support (i.e. materials, refreshments, exam fees, tutoring)	200		

			[disaggregated by type of pathway, age, gender, and population group]		
		# of male and female adolescents and youth who are enrolled in employability pathway following counselling	360 Male: 180 Female: 180 [disaggregated by type of pathway, age, and population group]	Registration and attendance database/tracker Enrollment forms Monitoring reports	
		# of male and female adolescents and youth in employment pathway regularly attend S2S training	300 [disaggregated by type of pathway, age, gender, and population group]	Attendance sheets Registration and attendance database/tracker	
		# of beneficiaries in employment pathway access to vocational training, certification, and incentives	290 [disaggregated by type of pathway, age, gender, and population group]	Registration and attendance database/tracker	
		# of beneficiaries who completed the employment pathway is placed in 3-month internship programs	200 [disaggregated by type of pathway, age, gender, and population group]	Registration and attendance database/tracker Incentive records (financial support documents)	
		# of male and female adolescents and youth who are enrolled in entrepreneurship pathway following counselling	Total: 360 Male: 180 Female:180	Registration and attendance database/tracker Enrollment forms Monitoring reports	

			[disaggregated by type of pathway, age, gender, and population group]	
		# of male and female adolescents and youth in entrepreneurship pathway regularly attending EBS training	300 [disaggregated by type of pathway, age, gender, and population group]	Attendance sheets Registration and attendance database/tracker
		# of youth led-mini market assessments conducted	4	Market assessment reports Meeting Minutes/Activity Reports (where applicable)
		# and % of beneficiaries who submitted eligible business plans under the entrepreneurship pathway receive seed business grants	Individuals:180, Companies: 5 70% [disaggregated by age, gender, and population group]	Business Plans Meeting Minutes
		% of adolescents and youth successfully complete the employability or entrepreneurship pathways	60% [disaggregated by type of pathway, age, gender, and population group]	Registration and attendance database/tracker
		# of job fairs organized	2	Activity Report Attendance sheets Photos

*R2 – **Social cohesion and resilience among refugees and host communities' boys, girls, men and women is promoted, minimizing misconceptions among the communities and risk of negative connotations***	% surveyed boys, girls, women and men report increased awareness on the topic they have been sensitized on	70% [disaggregated by age, gender, and population group/stakeholder]	Phone Survey; KIIs/FGDs	
	% of surveyed boys, girls, men and women report an enhanced feeling of social cohesion[2] after benefitting from the project	65% [disaggregated by age, gender, and population group]	Baseline/endline Assessment; KIIs/FGDs	
	# of community-based structures identified/established to lead on events for awareness-raising as well as prevention and response to child labour	8	Activity Reports/Meeting Minutes Attendance sheets Photos (at larger events)	
	# of beneficiaries who take part in community-based structures are trained and mentored to identify HH of children and youth at risk	10	Attendance sheet Activity Report/Meeting Minutes (Encrypted) Referral database	
	# of beneficiaries participating in awareness-raising sessions (in or out of the centre)	1350 [disaggregated by age, gender, and population group/stakeholder]	Attendance sheets Activity Reports Photos (at larger events)	
	# of youth completed Youth Resilience cycles and peer-to-peer PFA training	600 [disaggregated by age, gender, and	Resilience Toolkit	

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[2] Affiliation, Insertion, Participation, Acceptance and Legitimacy (Jenson, 1998)

			population group/stakeholder]	
		# of parents/caregivers attending YRP meetings	180 [disaggregated by age, gender, and population group/stakeholder]	Attendance sheets Smiley face survey
		# of individuals attending recreational activities	300 [disaggregated by age, gender, and population group/stakeholder]	Attendance sheets Activity Reports
		# of individuals attending to structured social cohesion activities	160 [disaggregated by age, gender, and population group/stakeholder]	Attendance sheets Activity Reports
	R3 – Families in which children are engaged in child labour have improved access to support, and duty bearers have increased knowledge about trends and good practices for prevention and	# of most-at-risk children/families attending individual family sessions	300	(Encrypted) Referral/Counselling database Counselling Records/Reports
		% of identified most-at-risk children/families attending individual family sessions report that they have enhanced access to support	75% [disaggregated by age, gender, CP concern and population group]	Post-Assessment Survey

	response to child labour	% surveyed symposium participants (representing organizations/agencies/ governmental institutions) report enhanced knowledge on most common forms of child labour, and good practice on prevention and response	80 [disaggregated by type of stakeholder]	Symposium/Activity reports, Attendance sheets FGDs	
Activities	A1.1 – Conduct and disseminate an updated gender-sensitive Labor Market Assessment (LMA), incl. market mapping of microenterprises and/or home-based businesses as well as virtual market places to key stakeholders and humanitarian actors A1.2 – Identify/map and establish necessary agreements, MoUs etc. with key stakeholders, incl. employers, private sector and Chamber of Commerce including quarterly coordination meetings with key stakeholders of the project A1.3 – Contextualize, validate and translate SC's Essential Business Skills (EBS) curriculum (focus on gender sensitiveness) A1.4 – Employment mobilization: awareness-raising sessions about eligibility criteria and the project (incl. public awareness and sessions) A1.5 – Develop and deliver ToT, mentoring and technical supervision in Cultural Orientation to the Turkish Workplace, Gender Equality and Workforce Skills-programme (part of Employability pathway) A1.6 – Implement the Cultural Orientation to the Turkish Workplace and Workforce Skills-programme for adolescents and youth (i.e. Turkish adaptation of the Lifeskills for Success Common Approach) A.1.7. Facilitate access to services out of this project (incl. re-certification, Turkish language and MHPSS) A1.8 – Provide access to vocational training and certification, including incentives and conduct initial and ongoing livelihoods counselling/mentoring for youth (part of Employability pathway) A1.9 – Facilitate access to internship opportunities and provide incentives such as initial work permit fees, basic salary and social security fees, transportation and food allowance A1.10 – Facilitate peer to peer working space of youth who are e.g. preparing for Higher Education Exams A1.11 – Deliver EBS ToT for key stakeholders and humanitarian actors (part of Entrepreneurship pathway) A1.12 – Deliver EBS training for youth (part of Entrepreneurship pathway) A1.13 – Facilitate youth-led mini-market assessments (part of Entrepreneurship pathway) A1.14 – Make available small business grants for youth who submit eligible business plans as per evaluation by a Business Committee (part of the Entrepreneurship pathway) A1.15 – Arrange 2x job fairs and facilitate access to other job fairs A1.16- Individual coaching and mentoring to youth and adolescents as part of the two pathways A1.17- Higher education exam support (materials, refreshments, exam fees, tutoring etc.)				

	A2.1 – Develop a Community Engagement Strategy (incl. community-based models for engaging in prevention and response to child labour) A2.2 – Identify and strengthen community-based structures to engage in events for awareness-raising as well as prevention and response to CL (linked to Result 3) A2.3 – Awareness raising sessions and events on refugee rights, and impact/consequences of child labour and child marriage, and how to access services (both centre-based and out of the centre) A2.4 – Make available funds for community-led initiatives (4x per year), favouring initiatives that promote social cohesion, inclusiveness and women's access to the labour market (e.g. daycare arrangements) A2.5 – Develop case studies showing resources and positive images of refugees, to stimulate positive change in the terminology used by media A2.6 – Conduct training/ToT, including refresher, for staff in the YR programme, child-focused PFA (also encompassing how to roll out Peer-Peer PFA with children), Child Protection and Child Safeguarding including the methods to establish CSG reporting mechanism in the Center and putting in place a policy A2.7 – Conduct monthly technical supervision and coaching of staff on CP, PFA, child-safe programming and safe/ethical referrals A2.8 – Implement Youth Resilience programme workshops for youth (13-15, 16-18 and 19-25 years) A2.9 – Implement YR caregivers' meetings (4 meetings/cycle) A2.10 – Conduct Peer-to-Peer PFA training for adolescents and youth who have "graduated" from the YR programme	
	A3.1 – Service mapping, including services for child protection and daycare services for young children A3.2 – Conduct individual family meetings of targeted children/youth (most-at-risk families e.g. where there is WFCL), to monitor and support the child protection and welfare situation and facilitate access (incl. hand-holding and follow-up/monitoring) to specialized service providers A3.3 – Conduct a gender-sensitive study on urban child labour, incl. on community-based prevention/response mechanisms, and disseminate to key stakeholders and humanitarian actors A3.4 – Facilitate youth-led initiatives to make their voices heard at the advocacy/symposium on CL A3.5 – Implement annual symposium on CL to analyze trends and define good-practice on prevention and response	