

TERMS OF REFERENCE (TOR) PROJECT FEASIBILITY STUDY



Country:	Turkey
Project Title:	Protection, Cohesion and Livelihoods for vulnerable communities in South East Turkey (ProCoLi)
Project holder:	Deutsche Welthungerhilfe
Donor:	BMZ
Planned Project Period:	31.11.2022- 01.04.2025 (30 months)

INTRODUCTION AND CONTEXT

About Welthungerhilfe

Deutsche Welthungerhilfe e. V. is one of the largest non-governmental organizations in Germany operating in the humanitarian assistance and development fields. It was established in 1962 like the German section of the “Freedom from Hunger Campaign,” one of the world’s first initiatives to eradicate hunger. Welthungerhilfe’s work is still dedicated to the following vision: All people have a right to a self-determined life in dignity and justice, free from hunger and poverty. In 2020 alone, Welthungerhilfe supported approximately 14.3 million people – men, women and children – in 35 countries with 539 overseas projects. In addition, Welthungerhilfe operates a marketing and fundraising department in Germany to engage and educate a wider public in development-related topics and to mobilize funds from currently more than 57,000 **permanent private donors**.

Welthungerhilfe (WHH) has been officially registered in Turkey since 2013. WHH has provided emergency aid by distributing food and other relief items to the most vulnerable Syrian refugees in provinces in north-eastern Turkey and internally displaced persons in north-western Syria. As the conflict in Syria continued and the humanitarian crisis worsened, WHH expanded its work in the region and adopted a more comprehensive approach to strengthening people's resilience. Through its regional programme, WHH supports Syrians living in Turkey and Lebanon, internally displaced persons (IDPs), and host communities in Northwest Syria with project activities focused on increasing food security and reducing poverty. WHH’s interventions include live-saving humanitarian assistance, shelter, protection (financial support), small-scale agricultural activities, and the rehabilitation of water, sanitation, and hygiene infrastructure (WASH). WHH also plays a supporting role in providing access to existing protection and social care services through its case management activities.

Background of the Planned Project

Over 2 million refugees reside in the Southeast of Turkey, since the onset of the Syrian civil war public services such as education and health have been overburdened, job opportunities are scarce and consequently tensions are rising among the host and refugee community. COVID-19 has further exacerbated these challenges, especially limited job opportunities, that were already faced by vulnerable communities.

Welthungerhilfe is developing a project which will be funded by the German Federal Ministry for Economic Cooperation and Development (BMZ), designed to adopt a holistic and multi-sectoral approach to address the challenges of protection, social cohesion, and livelihoods, in three underserved provinces (Mardin, Diyarbakir and Batman), and cater to the needs of vulnerable refugee and local

communities. The project is designed as a follow up to the project - Improving social cohesion and access to counselling, protection and social services for refugees and host communities in Mardin, implemented by Development Foundation of Turkey (TKV) and Art Anywhere (AA) since June 2020.

The project will be implemented by three local/national organizations; Art Anywhere (AA), Development Foundation of Turkey (TKV), and Support to Life (STL) - who complement each other with their expertise in different project components, and have partnered with each other on multiple occasions, including a project coordinated by Welthungerhilfe (WHH). All project partners have been active in the project region for several years. AA specializes in social cohesion and psychosocial support (PSS) activities that focus on child protection. TKV has extensive expertise in rural development, and since the refugee crisis has emerged, in protection, early childhood education and social cohesion. STL specializes in child protection, emergency response and capacity building of community-based organizations.

Table 1. Project Summary

Project Goal	Empowerment of vulnerable refugee and local communities through providing ecologically sustainable livelihood opportunities, fostering social cohesion and improving access to protection and social services
Project Results	<p>Result 1: Vulnerable refugees and local communities have improved access to targeted counselling, protection, and social services.</p> <p>Result 2: Harmonious coexistence between refugees and local communities is promoted.</p> <p>Result 3: Vulnerable refugee and local households are economically empowered via ecologically sustainable & nutrition sensitive, market-based livelihood opportunities.</p> <p>Result 4: Resilient community-based organizations are present in the southeast of Turkey.</p>
Project Target	Vulnerable refugee and local communities (50% female – 50% male) Specific groups: children, youth, rural populations, farmers, women’s cooperatives (Approx. 20,000 beneficiaries)
Project Locations	South-East Turkey (Mardin, Diyarbakir, Batman)
Project Partners	<ol style="list-style-type: none"> 1) Art Anywhere (AA) 2) Development Foundation of Turkey (TKV) 3) Support to Life (STL)

Output 1. Vulnerable refugees and local communities have improved access to targeted counselling, protection services and social services

The first component of the project has been designed to encompass a wide array of protection activities which are to be carried out by Art Anywhere and the Development Foundation of Turkey. Activities in the protection component will be respectively (1) Case referrals of vulnerable refugee and host community families; (2) the provision of an emergency fund to households in need (food and hygiene kits, rent, transportation costs, legal fees etc.); (3) Structured group and individual MHPSS activities; (4) Awareness raising activities (child rights, child labour, peer bullying); (5) Preschool education activities; (6) Referral of out of school children via an education focal point.

Target groups (refugee-local): Disadvantaged children (out of school children, child workers, early marriage etc.) & adults experiencing trauma/stress, socioeconomically vulnerable households.

Output 2. Harmonious coexistence between refugees and local communities is promoted

With the aim of promoting social cohesion and providing spaces and activities for refugee and local communities to come together, AA and TKV will be conducting social cohesion activities in Mardin, Diyarbakır and Batman. Activities in the social cohesion component of the project will be respectively (1) Social cohesion projects from local organizations and youth initiatives; (2) Creative workshops for both communities; (3) Major public events.

Target groups (refugee-local): Children and youth, as well as adults from both communities.

Output 3. Vulnerable refugee and local households are economically empowered via ecologically sustainable & nutrition sensitive, market-based livelihood opportunities

Job opportunities, considering the current climate in Turkey, are crucial for both the refugee and host communities. The project will economically strengthen vulnerable refugee and local households in Mardin, by creating new employment and entrepreneurship opportunities in the agriculture sector. Activities in the Livelihoods component of the project will be respectively (1) Establishment of an agro-ecological training & implementation centre; (2) Agriculture-based vocational trainings for agriculture workers, farmers, and youth; (3) Technical and financial assistance to ecological farmers, (4) Ecology & nutrition awareness raising activities for children and caregivers.

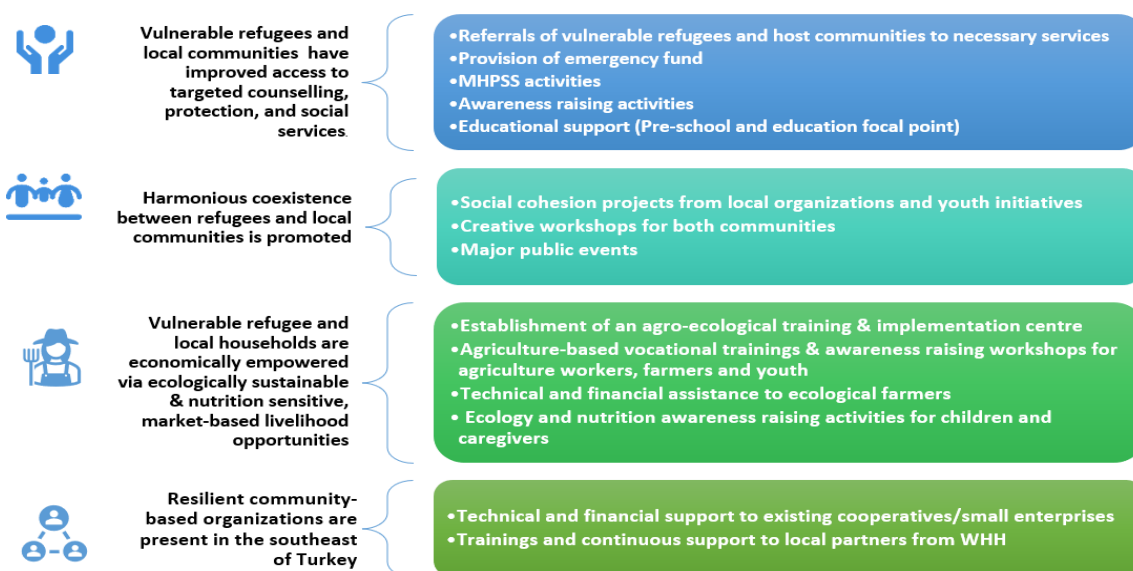
Target groups (refugee-local): Agricultural workers, adolescents (especially Syrian out-of-school youth), local small-scale farmers and caregivers.

Output 4. Resilient community-based organizations are present in the southeast of Turkey

The project plans to enhance the resilience of community-based organizations in the Southeast Turkey, through two activities: (1) Technical and financial support to existing cooperatives/small enterprises and (2) Trainings and continuous support to local partners from WHH. Via the first activity, grassroots women cooperatives will be empowered; and via the second activity, local NGOs will be empowered.

Target group (refugee-local): Cooperatives (specific focus on women's cooperatives) and local partners.

Figure 1. Project Outputs / Activities



PURPOSE OF THE FEASIBILITY STUDY

The main purpose of this feasibility study is to provide a sound basis for the implementation of the proposed ***Protection, Cohesion and Livelihoods for vulnerable communities in Southeast Turkey (ProCoLi) Project*** within the proposed time frame, and assess whether the planned activities are suited to the needs and priorities of the target population in the area. Bearing in mind that protection and social cohesion components are based on the redesign of a current project that is implemented in the region, a key focus of the feasibility study is to be lent to the livelihood's component.

Furthermore, the detailed study will support WHH in the further development of the concept of the proposed ProCoLi project and will serve as a basis for further base-line and evaluation reports. The study's purpose is to enhance the contextual knowledge, needs, risk and opportunities for WHH Turkey to identify the potential areas for support and provide recommendations that will help WHH Turkey to develop a need-based proposal. Study results will be utilized in the impact matrix as well.

The study constitutes an external examination of the validity of the project design, while identifying significant factors that may facilitate or impede the delivery of outcomes. Lastly the feasibility study will support to have an informed decision to avoid investments under sectoral activities which are not suited in the operational context.

A project concept including an impact matrix, and activity description will be provided during the study.

Objectives:

- 1) Assessing the **current situation and needs** in the areas of livelihoods and agriculture, social cohesion, nutrition and protection for refugees and local communities. Specific focus is to be given to livelihoods, agriculture.
- 2) Assessing to what extent the specified planned activities and outputs (esp. for the livelihoods component) would cater to the identified needs of refugees and local communities.
- 3) Assessing the feasibility and sustainability of the suggested activities that fall under the livelihoods component (please find detailed below)
- 4) Identification of potential stakeholders (governmental and non-governmental) in the areas of livelihoods, protection and social cohesion.
- 5) Coming up with key recommendations for the proposed project, in line with study findings, to guide necessary adjustments needed to restructure the proposed project and impact matrix.
 - a. Which findings and project-relevant data of the study are suitable to be integrated into the project logic (impact matrix)?
 - b. What are the recommendations for possible indicators for impact monitoring and data collection?
 - c. Which components, if any, are missing in the project concept in order to make the cause-effect relationships more coherent and to sustainably achieve the planned objectives? Which planned components are not suitable or could have negative effects, and for what reasons?

- 6) Assess the new partners capacity and previous partner capacities for their new activities to execute defined activities?
- a. Assess local perceptions of three partners and WHH, and organization abilities to define/select, reach and access inclusive target groups.

Component/ Locations	Specific Objectives
Livelihoods / Mardin (including rural areas)	<p>Identification of;</p> <p>The current situation of employment, livelihoods opportunities (especially for women’s employment, people working in the agricultural sector)</p> <p>Needs/problems faced in the livelihoods sector focusing on agriculture (small-scale farmers etc.);</p> <p>Carrying out a market analysis of the current agroecology/organic farming practices in the region and identifying opportunities and gaps.</p> <ul style="list-style-type: none"> • The market analysis shall include the assessment of local market capacity in answering the demand of farmers for natural input materials (organic fertilizers & pesticides, seeds, etc.), the analysis of local/national market for the sale of ecological/organic products (identification of wholesale buyers, factories, current & potential places to sell organic products), analysis of logistics of goods and identification of challenges in movement of goods to local/national markets, approach of small-scale farmers towards agroecology. <p>A technical overview, presented via Geographical Information System (GIS) maps, of the agricultural properties (climate, soil qualities, hydrology, etc.) and agricultural land-use (agricultural areas and crop types) of the region.</p> <p>An overview of the impacts of major climatic hazards faced by the agriculture sector in the region.</p> <p>Current actors in the agro-food sector, especially existing women’s cooperatives (needs and gaps) and local best practices in agroecology that may be incorporated into the project.</p> <p>Defining possible areas of support and collaboration with potential stakeholders (governmental and non-governmental) in the areas of livelihoods (including cooperatives) and ecological agriculture.</p>
	<p>Assessment of ;</p> <p>SWOT (Strengths, weaknesses, opportunities, threats) to identify barriers, challenges, risks of planned activities.</p> <p>Economic and ecological feasibility of agroecology in the region</p> <p>TKV’s capacity to implement a newly incorporated livelihoods component alongside protection and social cohesion components</p> <p>Assess STL’s capacity to implement the suggested activities with women’s cooperatives</p> <p>Assessing the sustainability of the livelihoods, components, and the degree of long-term ownership by relevant stakeholders</p>
	<p>Key recommendations for;</p>

	<p>Determining the most necessary & demanded agricultural vocational training skills/fields, to be included in training programs.</p> <p>Determining the most necessary & demanded technical & financial assistance means for small-scale farmers and women cooperatives specialized in agro-food products.</p> <p>The most suitable agroecology and climate resilient agriculture practices for the region, including agricultural methods and crop types in accordance with the properties of the region. The recommendations should be provided district-by-district and be presented on GIS maps.</p>
<p>Social cohesion and protection / Mardin, Diyarbakır and Batman</p> <p>*In Mardin there are existing programmes (a feasibility study was conducted in 2019 and Baseline Study in October 2020) Thus, Batman and Diyarbakır require more focus in the assessment.</p>	<p>Identification of;</p> <p>Priority protection needs for refugee and local communities (especially regarding needs for MHPSS, and awareness raising). Specific focus on youth and children is needed.</p> <p>Social cohesion among local and refugee communities in Batman and Diyarbakır (including children and youth).</p> <p>Available protection, social cohesion and education services in Diyarbakır and Batman.</p>
	<p>Assessment of ;</p> <p>The feasibility and appropriateness of carrying out social cohesion activities in Batman and Diyarbakır.</p> <p>Assess current capacities of AA to carry out the newly suggested activities.</p> <p>Assessing the complementarity of these activities and components within partners and among partners to provide a holistic response to the needs identified.</p>
	<p>Key recommendations for;</p> <p>The inclusion or exclusion of any protection and social cohesion activities (esp. for Diyarbakır and Batman)</p>
<p>Nutrition / Mardin</p>	<p>Identification of;</p> <p>Nutrition and ecological knowledge of caregivers and children (this is to be a small component)</p> <p>*This is a minor project component (requires a few questions incorporated in the overall survey)</p>

SCOPE OF THE FEASIBILITY STUDY

The scope of this feasibility study will be on a single planned **Protection, Cohesion and Livelihoods for vulnerable communities in South East Turkey (ProCoLi) Project**, and will cover the three provinces of Mardin, Batman and Diyarbakır in Southeast Turkey. Most of the proposed project interventions will be implemented in Mardin. It is key to note that activities planned for Diyarbakır and Batman, are limited to awareness raising, social cohesion activities and using the social safety net and livelihood lens the most vulnerable households in the operational areas will be supported using the referral mechanism, the provision of the emergency fund and small business grants to establish new business or revitalize the existing.

The study should take into account under each of the above themes there is a clear focus on children and youth, small-scale farmers and cooperatives, women from both the refugee and local communities. The Consultant will be required to assess the gender dynamics and norms in southeast to understand the different social groups and their access to livelihoods opportunities. The study should be able to unpack the current challenges that women and youth are facing and assess the possible solutions that can be adopted to improve their quality of life.

USERS OF THE FEASIBILITY STUDY

The primary users of this feasibility study will be the WHH Program Team, the WHH MEAL department, the donor BMZ-BENGO, specified partners, and other relevant institutions. The findings will inform the appropriate measures and recommendations to be taken to improve the suggested project activities and design.

ASSESSMENT OF THE PLANNED PROJECT ACCORDING TO OECD DAC CRITERIA¹

The guiding questions on the criteria serve as orientation for the content of the study. They form the basis in which in which the relevant questions will be prioritised. This allows the criteria to be weighted differently according to the study's interest in knowledge. The feasibility study will be guided by the widely used and agreed OECD/DAC criteria for evaluating development assistance.

Criteria	Feasibility Study Questions
Relevance: The planned project relevance will be assessed by looking into the extent which the planned project is consistent with local needs, priorities, and possibilities, including the needs, and priorities.	<ol style="list-style-type: none">1) Does the planned project approach address the challenges by vulnerable refugee and local communities in South-East Turkey?2) Are the focus, prioritisation, and objectives (approach) of the planned project clearly defined; and aligned with the context of the South-East Turkey?3) To what extent does the project intervention meet the demands and needs of the target population and other concerned stakeholders?4) Is the project designed in a conflict-sensitive way (Do-No-Harm principle)? Specifically, for Social Cohesion activities;
Coherence: How well does the intervention fit and the extent to which the interventions of different actors are harmonized with	<ol style="list-style-type: none">5) To what extent are there synergies and linkages between the planned project and other interventions by governmental and non-governmental actors?6) Are the planned project components complementary to each other within the proposed multi-sectoral approach?

¹ Detailed information on evaluation criteria at www.oecd.org/development/evaluation/daccriteriaforevaluatingdevelopmentassistance.html

each other and promote synergy.	
Effectiveness: To what extent is the intervention expected to achieve, its objectives, and its results, including any differential results across groups.	<p>7) Are the causal relationships (including assumptions) plausible? What negative effects could occur?</p> <p>8) Considering the major factors influencing the project; to what extent are the objectives likely to be achieved given the existing framework conditions?</p> <p>9) Do proposed activities prioritize vulnerable groups, and adhere to key principles such as inclusivity, equity, non-discrimination and accountability.</p> <p>10) How are changes measured? Which indicators and their baselines (fields) are more suitable for this?</p>
Efficiency: Does the use of funds planned by the project appear economical in terms of achieving the objectives?	<p>11) Can the project goals be achieved with the available resources and within the given timeframe?</p> <p>12) Is the project designed in the most efficient way compared to alternatives?</p> <p>13) Are the project's outputs likely to be used by the target group?</p>
Impact (significance): To what extent does the planned project contribute to the achievement of overarching developmental impacts?	<p>14) To what extent will the project build local capacities and work towards improving the resilience of communities and people concerned?</p> <p>15) Which are likely positive and negative, intended or unintended, political, socio-economic and environmental effects? What measures can be taken to eliminate or reduce the negative impacts?</p>
Sustainability: To what extent will the positive effects (without further external funding) continue after the end of the project?	<p>16) Will the project contribute to systemic and behavioural changes, e.g. to improved livelihoods opportunities, improved attitudes toward different groups?</p> <p>17) How can the sustainability of the results and impacts be ensured and strengthened? (structural, economic, social, ecological)?</p> <p>18) What long-term capacities are built up in the target group to be able to continue the implemented measures on their own?</p> <p>19) Which personal risks for the implementers, institutional and contextual risks influence sustainability and how can they be minimised?</p>

FEASIBILITY STUDY DESIGN AND METHODOLOGY

The Feasibility Study will employ the use of both qualitative and quantitative methods, using primary and secondary data sources. The consultant is expected to apply a mixed methods approach in the design of the feasibility study, that will include a combination of quantitative and qualitative research methods such as literature review, survey data collection and analysis, semi-structured interviews, focus groups discussions, key informant interviews. This should involve interviews with planned project beneficiaries, partners, stakeholders, field visits, project documents, and data review. Moreover, the choice of method must also take into account the needs and capacities of the different target groups and stakeholders (children, youth, women, small-scale farmers, staff of WHH and partners, local and district government representatives, etc.).

A range of existing information will be made available to the evaluator upon notification of the award. This would include: The concept note, previous feasibility and baseline study for protection and social cohesion, any other relevant documents. As part of this assignment, a successful study will employ the

use of diverse methodologies, including primary data collection and a review of existing resources. A clear plan for the following methods should be provided in the Feasibility Study Technical Proposal.

- Desk review on all relevant secondary information sources, such as reports, programme documents, programme files, strategic country development documents, evaluations and previous surveys/ assessments. (Including the market analysis)
- Quantitative data collection and analysis (a survey with targeted populations)
- Key informant interviews (KIIs) with key project staff, local stakeholders, local authorities (in agriculture and livelihood especially); stakeholder consultations and other participatory methods.
- Focus Group Discussions (FGDs) with targeted populations (eg. small-scale farmers), various government and non-government institutions.

It is a requirement that the feasibility study should be conducted in compliance with the KVKK and GDPR data protection regulations. The study team is expected to sign an understanding to ensure protection of personal data collected during this assignment. The study team in the (inception report) need to elaborate on how beneficiary data will be collected and protected; what tools/ IT equipment will be used to store the data, how long this data will be stored. It is the study team’s responsibility to ensure that all staff involved are clear on the feasibility studies’ aim and purpose, as well as all project details. In person interviews should be conducted in accordance with best practice for mitigating against the spread of COVID-19, with appropriate social distancing and hygiene measures including mask wearing and no physical contact including handshaking. It is strongly preferred that the evaluation team is fully vaccinated. The study team should adhere to child safeguarding ethics during the entire evaluation process where children are involved.

Translation staff, if needed, must be organized by the study team and should strictly comply with the above measures. It is the role of the study team to ensure that interviewers are trained in confidentiality procedures. Interviewers need to be trained in obtaining verbal consent for interview participation. Staff should have experience in program monitoring, surveying, and data collection and effectively use technology-based analysis software to collect and analyze data. The study team will be responsible for preparing all manuals, guides, and training material used to train data collectors.

All tools will be designed in English and approved in collaboration with WHH. The study team will be expected to translate all tools into relevant languages in case needed. The main language of reports and tools will be English.

MANAGERIAL ARRANGEMENTS / ROLES AND RESPONSIBILITIES

The Head of Project, M&E Officer and Head of MEAL will be the main contact points for the feasibility study process. The WHH Mardin Office will manage the contract and provide funding directly to the contracted entity according to the terms specified in the contract. The contacted entity is responsible for making the necessary arrangements and coordinating with WHH staff before fieldwork to ensure no issues arise during field data collection. Relevant contacts will be shared with the study team.

The summary of roles and responsibilities are outlined in the table below;

Role	Responsibility	Name/Title
Feasibility Study Commissioner	Commissions/authorizes the feasibility study, Main user of the feasibility study results	Head of Project
Feasibility Study Manager	Overall management of feasibility study and technical support if needed	Expert MEAL

Feasibility Study Consultant	Responsible for carrying out the feasibility study as agreed upon in the ToR (and the inception report).	External Evaluator
Logistical support	Make sure that the feasibility study administration with regard to the finances and procurement is compliant with the existing donor / organisation's regulations.	Logistic CO
Other field support	Day-to-day coordination and communication with the feasibility study team during field data collection	Senior MEAL Officer and MEAL Officer

DELIVERABLES

The following deliverables are expected to be produced by the study team. All the Deliverables will be submitted to WHH as soft copies (unless noted otherwise below).

- 1) **Inception Report:** The inception report should set out the planned study design and methodology including a detailed workplan to meet the above-mentioned objectives and to answer the study questions.
- 2) **Data collection tools:** The Feasibility Study Consultant evaluator shall develop the data collection tools (in English and Turkish), list of KII's to be approved by WHH before data collection. This should be shared together with the Inception report.
- 3) **Raw Dataset:** All raw data, and transcriptions of FGDs and KII's to be submitted to WHH electronically.
- 4) **Draft Feasibility Study Report:** The consultant will prepare a draft feasibility study report with details of findings, recommendations for review by WHH and partners (no longer than 30 pages)
- 5) **Final Dissemination workshop:** A workshop/meeting to present and discuss the main findings of the draft report with key program and WHH MEAL staff. The Consultant will prepare a presentation for the same.
- 6) **Final Feasibility Study Report:** The consultant will share a final feasibility study report after incorporating the comments from WHH and project partners. (no longer than 30 pages)
- 7) **Summary of Feasibility Study:** A summarized version of the report: highlighting key observations /findings and recommendations both in English and German

TIME FRAME / SCHEDULE

The duration of the assignment will be 34 working days, spread as shown in the proposed activity schedule below. This feasibility study will begin **in Mid-March 2022 and expected to be finalized by Mid-April 2022**; preliminary works may begin earlier, such as developing the tools and reviewing; the final study design. Below is a tentative schedule prepared to guide the evaluator in developing the evaluation workplan;

	Activity	Duration	Proposed timeframe
1	Review documents, and draft inception report by the evaluator(s)	3 Days	14/03/2022 – 16/03/2022
2	WHH meeting to discuss the inception report, project details and answer any questions	0.5Days	17/03/2022
3	Finalize inception report and detailed work plan, including sampling methodology	3 Days	18/03/2022 – 21/03/2022
4	Development of tools (including the review by WHH)	4 Days	22/03/2022 – 25/03/2022
5	Setting up and training of enumerators on the tools using mobile data collection (pilot)	2 Days	28/03/2022 – 29/03/2022

6	Field Data collection/interviews	12 Days	30/03/2022 – 12/04/2022
7	Data Analysis and Draft Final Report ²	5 Days	13/04/2022 – 18/04/2022
8	Final Dissemination meeting	0.5Days	19/04/2022
9	Finalizing Final and Summary Report	4 Days	20/04/2020 – 23/04/2022

CONFIDENTIALITY

All documents and data acquired from documents during interviews and meetings are confidential and used solely for the feasibility study. The deliverables and all material linked to the feasibility study (produced by the evaluators or the organization itself) are always confidential and remain the property of the contracting party.

PROFILE / EXPERTISE OF THE STUDY TEAM(S)

This feasibility study assignment is open to evaluators with sound experience in the services outlined above. To be considered for the services described herein, the study teams must meet the following criteria:

- 1) Post-graduate qualifications in Economics, Agriculture, Social development/Humanitarian studies, or relevant area.
- 2) Proven experience of carrying out feasibility studies, baseline, end-line studies, and project implementation interventions pertaining to livelihoods and protection projects in refugee settings or the MENA region.
- 3) Ability to conduct high quality research, meet deadlines and respond to requests and feedback provided timely and appropriately.
- 4) Demonstrable experience (minimum of 3 to 5 years) in research/evaluation of complex development and/or humanitarian programs implemented by international aid organizations; experience of evaluating European union and German-funded programs is an advantage.
- 5) Excellent track record in designing and conducting quantitative and qualitative research, analysis and evaluation. Strong experience and training in relevant and sound evaluation methods (participatory methods, qualitative methods, and surveys).
- 6) Knowledge of the Syria/Turkey political and cultural contexts.
- 7) Proven experience in organizational learning and development of international NGOs.
- 8) Experience working with agriculture, vocational training and livelihoods projects will be an asset.
- 9) Knowledge of the Syria/Turkey political and cultural contexts.
- 10) Experience in undertaking research with most vulnerable communities. Knowledge of women's and children's rights: previous experience conducting research with youth and children will be considered an asset.
- 11) Excellent and demonstrated understanding of child protection, gender and cultural diversity issues in research and project design.
- 12) Excellent written and verbal communication and reporting skills in English.
- 13) Knowledge of the KVKK and GDPR regulatory requirements as regards personal data protection.

TECHNICAL AND FINANCIAL OFFER

Applicants have to provide:

- 1) A technical and financial offer
- 2) The technical part of the offer should include a reference to the perceived feasibility of the ToR. (If required, including suggestions for specific evaluation questions.)

² **Note:** WHH will be responsible for reviewing the first draft report within 3 WDs of receipt and will provide feedback to the consultant.

- 3) It should also include a brief description of the overall design and methodology of the feasibility study and a workplan/adaptations to the workplan at hand (maximum four pages).
- 4) The financial part includes a proposed budget for the complete feasibility study. It should state the fees per working day (plus the respective VAT, if applicable), the number of working days proposed, and other costs (e.g., visa costs). Proof of professional registration and taxation is also required (e.g., by providing the evaluator(s) tax number).
- 5) CVs of all the study team with references. (Submitted study teams will be met with at the beginning, during and end of the study).
- 6) Feasibility Study/ Evaluation/ Need Assessment Sample Report.

SELECTION CRITERIA

The evaluation of the proposal shall be done in two stages:

- Technical evaluation: 60 %
- Financial evaluation: 40 %

During the first stage, the technical part of the proposal will be evaluated and rated out of 100. The technical part shall be evaluated based on the following criteria:

	Grade
1. Technical Proposal demonstrates an understanding of the ToR to achieve the objectives and the tasks of the ToR	30
2. Adequacy of the work plan responding to the ToR	10
3. A clear and rational methodology should be proposed for the quantitative and qualitative data collection	10
4. Technical expertise in conducting feasibility studies, need assessments and evaluations. Number of proposed personnel is sufficient to meet the ToR	30
5. Clearly demonstrate company's experience through past similar assessments (quality of the sample report submitted)	10
6. Organizational competence relative to the ToR including knowledge of and experience in working in specified geographic area	10
TOTAL	100



Seda Sertdemir
HoP
21.02.2022