



**TOR FOR MULTI-SECTORAL NEEDS ASSESSMENT
DATA ANALYSIS AND REPORT WRITING
FUNDED BY BHA**

INTRODUCTION

1. BACKGROUND

Twelve years of conflict in Syria, compounded by large-scale macroeconomic challenges, the global COVID-19 crisis, and the recent earthquake, have had a catastrophic impact on the economic and social fabric of the country. Ongoing hostilities and inter-factional fighting persist along frontlines, including in the northwest, resulting in new displacements, loss of lives and livelihoods, damaged infrastructure, and negatively impacting on the well-being of affected communities. According to the 2023 Humanitarian Needs Overview (HNO), 15.3 million people require humanitarian assistance, including 2.1 million IDPs living in last-resort IDP sites, with needs that keep increasing across all sectors.

GOAL is an international, non-governmental organisation (INGO), with a proud history spanning more than four decades of humanitarian response in some of the most challenging and difficult contexts around the world. Motivated by a deep commitment to support the most vulnerable communities to help them respond to and recover from humanitarian crises, and to assist them to build transcendent solutions to mitigate poverty and vulnerability. Our work is driven by our vision for a world where poverty no longer exists; where vulnerable communities exposed to shock and stresses are resilient; where barriers to well-being are removed and where everyone has equal rights and opportunities.

GOAL has been working in northwest Syria (NWS) for twelve years, focusing its efforts on Food Security, Multipurpose Cash Assistance (MPCA), Water, Sanitation, and Hygiene (WASH), Nutrition, Shelter, Early Recovery and Market Systems (ERMS), Humanitarian coordination, Protection and Emergency Response interventions.

2. GOAL'S PROGRAMME

THRIVE is the continuation and next iteration of GOAL's large-scale BHA-funded program in NWS. THRIVE aims to save lives, alleviate suffering and improve the capacities of people impacted by crisis, while reducing adverse economic impact, through an integrated package of interventions that stabilizes household food security, improves Nutrition of children and pregnant and lactating women, strengthens, utilizes market systems, and improves livelihood capacities.

The program consists of a multi-sector humanitarian and early recovery response for conflict-affected populations across Idlib and Aleppo governorates. It will be led by GOAL and implemented in conjunction

with four local Syrian partners, and alongside local authorities, camp management, and conflict-affected communities. It incorporates an increased emphasis on early recovery and fostering program sustainability. An estimated 209,674 households (1,048,372 individuals) will benefit from the Activity overall.

GOAL's THRIVE program will address the multiple vulnerabilities that households and communities are facing after twelve years of conflict. At the household level, the program design creates links between its multi-donor-funded emergency response program to its food assistance, MPCA, and nutrition programming. At the community level, GOAL will continue its bakery program under food assistance, which provides affordable bread to large catchment areas, continue its market-strengthening and rehabilitation activities by distributing cash grants and providing technical assistance to vendors in markets, and support the WASH infrastructure that provides water throughout large sections of Idleb governorate. At the camp level, GOAL will work to upgrade the water supply and facilitation infrastructure.

Key activities implemented to achieve the program objective include:

Food Assistance

- Distribution of in-kind food kits, e-vouchers, or cash for food to vulnerable households with 8 rounds of food assistance.
- Support bakeries with 40% of required flour and yeast inputs to ensure high-quality bread which will be made affordable to the bakery catchment population.

Multi-Purpose Cash Assistance (MPCA)

- Distribution of one-off MPCA to IDPs negatively affected by sudden shocks (flooding, drought, extreme weather, and earthquake) with lifesaving assistance in the form of one round of MPCA to ensure the response to urgent basic needs.

Nutrition

- Sensitization on MIYCN in emergencies.
- Voucher top-ups for households with children under 2 to increase access to nutritious foods.
- Screening for malnutrition and training on the Family mid-upper arm circumference (MUAC) approach.
- Treatment of acute malnutrition through Community Management of Acute Malnutrition (CMAM) for children 6-59 months and PLW and provision of preventative nutrition supplements for those at risk.
- Referrals to Food Security Assistance and/or Primary Health Care (PHC).

WASH

- Operation and maintenance of water stations (via electricity/fuel)
- Infrastructure Stabilization Fund for water units to access grants to improve water supply infrastructure (Water Network).
- Operation & Maintenance of water station in Kaebebeh village and camp.
- Solarization of selected wells.
- Solid waste removal and desludging services at Kaebebeh camp.
- Support sanitation infrastructure in three villages.
- Water network improvement in two locations (One in Idleb + One in North Aleppo)

- Rehabilitate and improve two dumpsites to ensure proper waste disposal is carried out, without exposing community members and waste workers to health risks and provide solid waste collection and waste management in targeted locations.
- Hygiene promotion and behaviour change communication.

Economic Recovery and Market Systems (ERMS)

- Graduation approach (new livelihood development, livelihood restoration and CVA and financial inclusion including the establishment of Village Savings and Loan Associations (VSLA)).
- Small and Medium Enterprise (SME) Support: Distribution of cash grants and providing technical assistance and coaching sessions to vendors in markets.
- Rehabilitation, business development training, and financial service for bakeries.
- Road Rehabilitation for strengthened market functionality.

Humanitarian Coordination, Information Management, & Assessments

- Supporting the management and operations of the Non-governmental Organisations (NGO) Forum

The THRIVE programme started on 1 July 2023 and will run until 30 June 2024.

AIM OF THE SERVICE

The purpose of this service is to provide **data analysis and reporting** for Needs Assessment data collected by the GOAL team.

1. ASSESSMENT OBJECTIVES

Objective 1: To estimate the prevalence and severity of food insecurity in Idleb and North Aleppo governorates and identify the geographical areas and groups most vulnerable to food insecurity for programmatic targeting.

Objective 2: Measure the strength of the association between household food security and nutritional status of children 6-59 months and pregnant and lactating women.

Objective 3: Evaluate the impact of the earthquake on the affected communities, identifying the basic needs and gaps in services.

2. METHODOLOGY

A HH food insecurity assessment will be carried out in Idleb and North Aleppo governorates with food security programming (vouchers, cash and/or bakeries) under BHA, ECHO and SCHF grants. These locations will be divided into clusters / sampling frames, one for each subdistrict (one cluster for a population >30,000). This totals 13 subdistricts which amount to 30 clusters. A HH survey will be carried out with representative samples for each of the 30 clusters. The sample will target both non beneficiaries

& beneficiaries within a random sample of each cluster and at analysis stage they can be disaggregated for comparison of results.

Food insecurity severity scores will be calculated for each cluster using the CARI index. This food insecurity severity score will be mapped to visualize the areas with high to low food insecurity and triangulated with historical PDM data, HNO 2023 data and security & operational concerns to inform which areas should be prioritized and deprioritized for food assistance. The CARI index should be presented for different household types (households headed by males and females, including those with disabilities).

A sub-sample of HH will be selected for a nutrition module to be asked within the HH survey. This sub-sample will be of HH with children 6-59 months and PLW. This module will include indicators assessing morbidity, meal frequency, diet diversity and acute and chronic malnutrition. The results will provide an overall picture of the risk of malnutrition in children 6-59 months in GOAL's AoO and will enable GOAL to measure the strength of association between household food insecurity and nutritional status of children 6-59 months and PLW.

Data collection will include but is **not limited to** the following key Indicators

General:

- Basic HH demographics (including the use of the Washington Group Short Set (WGSS) of questions to identify persons with disability)

Food Security:

- Reduced Coping Strategy Index (rCSI)
- HH Food consumption scores (FCS)
- CARI Index (calculated from FS indicators above)

Nutrition:

- Exclusive Breastfeeding Under Six Months (children 0 – 5.99 months)
- Minimum acceptable diet (children 6-23 months) (combination of meal frequency & minimum diet diversity)
- Minimum Dietary Diversity – Women (MDD-W) OR Individual Dietary Diversity Score (IDDS)
- MUAC measurement in children 6-59 months and pregnant and lactating women, i.e. acute malnutrition
- Morbidity (diarrhea, pneumonia)
- WASH (access to clean drinking water)

PRIMARY DATA COLLECTION

Data collection will be conducted by GOAL MEL team, using CommCare application. Raw data **(in Arabic)** will be provided to the consultant for data analysis, and the MEL team will be available to respond to any questions.

INCEPTION PHASE

Before the start of data collection, the evaluation team will do the following:

- Hold a short planning meeting with all members of the assessment team including the Program Quality and relevant Program teams to agree on the workplan of the analysis and reporting.
- Prepare an outline of the analysis to be undertaken).
- The inception report will be reviewed by GOAL, and feedback provided to the consultant.
- Finalize the inception report and submit it to GOAL.

DATA ANALYSIS AND REPORTING

GOAL expects all quantitative data to be rigorously analyzed by the evaluation team (using an analysis framework) and to be representative of the targeted areas within the reasonable limits and constraints of the context. The analysis should present data disaggregated by sex, age, disability, household type and location. Disaggregated data should be reflected in charts and other types of visualizations.

3. ASSESSMENT TASKS AND TIMELINE

TASKS

1. Provide a draft inception report detailing the analysis plan.
2. Incorporate GOAL feedback into the draft inception report and prepare a final version.
3. Conduct data analysis of needs assessment data collected by GOAL MEL team.
4. Provide a draft assessment report. The report should both describe the results of the assessment and provide actionable recommendations for improving GOAL's programming.
5. Incorporate GOAL feedback into the draft assessment report and prepare a final report (plan for two rounds of review).
6. Facilitate an online workshop to present and validate the findings of the assessment with GOAL.

TIMELINE

Activity	Provisional Deadline
Contract Signing	02-Oct-23
Inception Meeting	04-Oct-23
SUBMISSION: Draft Inception Report	13-Oct-23
GOAL First Feedback on Draft	22-Oct-23
SUBMISSION: Final Inception Report	27-Oct-23
Data Analysis and Report Writing	10-Nov-23
SUBMISSION: Draft Assessment Report	10-Nov-23
GOAL First Feedback on Draft Assessment Report	17-Nov-23
GOAL Second Feedback on Draft Assessment Report	24-Nov-23
SUBMISSION: Final Assessment Report	01-Dec-23
Presentation of Key Findings	07-Dec-23

4. PRESENTATION AND DOCUMENTATION OF FINDINGS AND RECOMMENDATIONS

This consultancy will take place in the second quarter of the THRIVE Program (between October and December 2023).

The findings of the assessment must be shared with GOAL in the following formats:

- Final Assessment Report: The report must be clear and concise and should include the following sections:
 - Executive Summary (comprehensive and able to stand on its own)
 - Background
 - Methodology
 - Limitations and Challenges
 - Findings
 - Recommendations
 - Annexes, including, but not limited to; ToRs, statistical outputs, templates of data collection tools used.
- Closing workshop with GOAL staff to present findings and get feedback (conducted remotely).

Differences in needs and capacities between various groups and gender awareness should be reflected in the different sections, including methodology, limitations and challenges, findings and recommendations.

5. DISSEMINATION OF FINDINGS

Results and recommendations will be made available externally to interested stakeholders at the discretion of GOAL Syria's senior management. The final report will be submitted to and be the property of GOAL Syria.

If particular sections of the assessment report are deemed useful or informative for the greater humanitarian community, GOAL reserves the right to create a separate report with excerpts from the assessment report to share with the wider community.

6. ETHICAL CONSIDERATIONS

It is the responsibility of GOAL to anonymize all datasets or raw data, to obtain informed consent from all participants, and to ensure that identifying personal information is not shared with GOAL program staff nor any external party.

The Consultant is expected to have clear data protection protocols and policies that should be shared with GOAL during the procurement process.

7. ASSUMPTIONS AND REQUIREMENTS

- Consultant will have access to all documentation and can take part in relevant meetings.
- Consultant will have access to key staff in the responding GOAL offices in Syria, Turkey, and Jordan as well as partner offices to obtain adequate information provided.
- Consultant will take confidentiality and objectivity into consideration during the process.
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10. CONSULTANT PROFILE

GOAL welcomes international and national consultants/firms to apply.

10.1 ESSENTIAL CRITERIA

1. Individuals or firms in academia, social research, or humanitarian evaluation with a background in humanitarian aid, research methods, development economics, development studies, or other related fields.
 - Please include three briefs of evaluations/assessments you provided in the humanitarian sector – a needs assessment and/or working in Northwest Syria are distinct advantages.
2. Proficient English language skills are imperative. Consultants must demonstrate the ability to produce well-written, coherent, and clear reports in English.
 - Please provide one sample report, preferably for a similar assessment assignment that consultant has conducted for an I/NGO.

10.2 AWARD CRITERIA

#	Criteria	How is it measured	Weighting
1	Proven record of delivery of timely and quality evaluation/assessment services preferably in similar Humanitarian sector contexts.	<ul style="list-style-type: none"> • Three previous assessment/evaluation contracts (<u>preferably in similar Humanitarian sector contexts</u>) stated in their tender. • One sample report, preferably for a similar assessment assignment that consultant has conducted for an I/NGO. • Three validated reference letters (reference contacts are not acceptable), for previous Assessments (preferable), TPM or evaluations consultancies provided in the humanitarian sector. • Any additional submitted assignments, reports or reference letters will NOT be reviewed. 	18%
2	Technical skills, knowledge, and experience of nominated personnel.	<u>CV and Bios</u> of the key nominated personnel, Food security and nutrition knowledge are a must.	12%

3	Quality of the proposed analysis.	<p>In order to validate that the potential provider has read and fully understands the requirements listed in the TOR, GOAL requires them to submit a provisional methodology for providing the specified deliverables in PDF format, of <u>no greater than 7 pages</u> in length and to include the following as a minimum:</p> <ul style="list-style-type: none"> • The data analysis methods that will be used. • Showcase competency in quantitative data analyses. • Sufficient details on appropriate data protection measures to be undertaken by the supplier. • Demonstrated capability in analyzing data in Arabic as this is the language used for data collection. • Showcase analytical and writing skills in English. 	40%
4	Financial Offer		30%