

**Mercy Corps Indonesia MRED Program  
Endline Assessment and Final Evaluation  
Term of Reference (TOR) and Scope of Work (SoW)**

**I. PROGRAM TO BE EVALUATED:**

Program:	Managing Risk through Economic Development (MRED)
Evaluation Timeframe:	January - February 2022
Donor:	Margaret A. Cargill Philanthropies (MACP)
Implementing Organization:	Mercy Corps Indonesia and Local Partner
Location:	Sigi District, Central Sulawesi, Indonesia
Implementation Period:	March 2020 – March 2022 (24 months)
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Code Budget	8000-619-20059-01

**II. BACKGROUND OF THE ENDLINE ASSESSMENT AND EVALUATION**

Launched at the beginning of 2020, MRED (Managing Risk through Economic Development) Indonesia's program design has addressed the opportunities and challenges presented by a number of environmental, political, social, and economic factors. MRED Indonesia is focused on preparing households and communities to withstand and recover from multiple low-attention environmental disasters. A review of disaster trends and disaster risk governance in Indonesia shows a sharp increase in disasters over the last 30 years. When comparing the event count and impacts between geophysical and climate-related disasters, geophysical disasters have been rarer and deadlier, while climate-related disasters are more frequent and causing more damage than is material. Climate-related disasters, such as floods and earthquakes, followed by droughts and wildfires, have affected the highest total number of people.

Central Sulawesi Province experiences low profile disasters in nearly every district, directly affecting household safety and livelihood in Sigi District, where MRED Indonesia is focusing with consideration to the most affected communities. Even before 2018's destructive earthquake, Sigi has been hit by flash floods, landslides, and flooding in nearly every sub-district. MRED Indonesia proposed to work in 10 targeted villages in Kulawi and South Dolo, and has implemented resilience activities that focus on at-risk dusun communities.

Managing Risk through Economic Development (MRED) Indonesia is the program that operates primarily in Palu in Central Sulawesi to elaborate programming in the so-called Disaster Risk Reduction "DRR-Livelihoods Nexus" through developing and implementing Disaster Risk Reduction activities that simultaneously promote local economic development and generate income. In close collaboration with District Disaster Management Agency (BPBD), District Agricultural Agency and other relevant partners

at District level. The program works with at-risk communities in 10 villages in Dolo Selatan and Kulawi sub district. It has promoted livelihood interventions that are more resilient against floods, landslides, droughts, soil erosion and the effects of climate change. **M-RED promotes best practices in community-based Disaster Risk Reduction (CBDRR), mainstreaming building resilience** that has sensitive gender while taking a Market Systems Development (MSD) approach by providing bundled services to the most vulnerable farmers to leverage economic incentives for risk reduction outcomes. The program has a research and learning component to evaluate the relationship and effectiveness of the “nexus” model to achieve impacts on resilience capacities and responses, and on both the economic and risk reduction impacts as well as drawing on the wider MRED lessons’ learned in the region.

To build the Resilience with the Disaster Risk Reduction approach, the program conducted activities at both the community and District level. At the community level, there were 10 Disaster Management Groups (DMG) that were formed/ reactivated in the first year. The DMG member has been trained and involved with the series of Community Based Disaster Risk Reduction (CBDRR) approaches and structural mitigation that are supported by the village government, private sector and other relevant stakeholders. To improve the community capacity to prepared before disaster, MRED program also support the Early Warning System (EWS) installation that will link to Pusat Pengendalian Operasi Penanggulangan Bencana (Pusdalops) under BPBD of Sigi District, which has been tested through the simulation event in October 2021. At the District level, there was technical assistance to prepare the EWS dashboard that will be managed by the Pusdalop office. The Pusdalop staff also has been trained to maintain and disseminate the EWS information which collaborated with other NGO who worked at district level. These are DRR intervention in order to make the communities resilient and disaster ready as the program goals.

To support the DRR approach and integrated Economic Development, the program conducted activities at both the community and District level to support the implementation of risk mitigating/ adaptive livelihood (Nexus). While the nexus commodities has been identified through collaboration with Agricultural Academician. To prepare for nexus commodities that will link to the market, a number of selected household vulnerable farmers has been trained with Good Agricultural Practice, supported by agricultural input that adopt as revolving fund schemes (skema bantuan pertanian bergulir). Program also provides technical assistance from the agricultural student who works closely with the household farmer to make sure the seasonal crops have good harvest, and they follow the GAP as trained. The program has reactivated and strengthened the BUMDes’s institution as refer to the Village law regulation, facilitating them to be ready in order to serve and act as local off taker, agricultural input provider and link to the main off taker and insurance company as part of bundled services that promote by the program. Through this system, the program effort to advocate the risk mitigating/ adaptive livelihood (Nexus) concept at the communities, and to prepare the nexus commodities will link to the market value chain as one of the program objectives. At the District level, the program also collaborated with the Agricultural Agency to prepare the agricultural information through a website which will disseminate information through SMS gateway to farmer and local stakeholder.

MRED program has 3 outcomes:

Outcome 1: 2000 vulnerable households in 25 dusun have improved capacities to prepare for, withstand and mitigate impacts of natural hazards and climate-related shocks and stresses.

Outcome 2: Public, private and civil society institutions contribute to improved village DRR capacities.

Outcome 3: Knowledge management systems utilize evidence, research and learning for adaptive management and advocacy for replication and scale of best practices from M-RED Indonesia.

MRED program has 10 objective (output) :

Objective 1.1: 25 dusun in 10 villages establish/reactivate functional, inclusive disaster risk management committees(DRMC) in year 1

Objective 1.2: 25 dusun in 10 villages informed and scientifically-validated multi-hazard risk assessments result in integrated action plans prioritizing needs of high risk, vulnerable groups by the end of year one

Objective 1.3: 50% increase of trained community members in target villages report improved awareness, knowledge and response capacity to take action before, during, and after disasters by end-line.

Objective 1.4: 25 dusun in 10 villages have functional traditional early warning systems (EWS) and access to reliable climate and weather information services by endline

Objective 1.5: 500 vulnerable households will have equitable access to practices and resources to cope with disasters and implement DRR mitigation measures by endline.

Objective 1.6: Vulnerable smallholder farmers in 25 kampungs in 10 villages have access to demonstration plots highlighting disaster and climate risk-sensitive livelihoods systems (nexus opportunities).

Objective 2.1: District Disaster Management Agencies have improved capacity and responsiveness to help 25 vulnerable kampungs in 10 villages to better prepare themselves against future natural disasters by end line

Objective 2.2: Partnerships and Mechanisms for dispersing contingency funds for disaster-affected households established in year 1 and activated in the event of an emergency.

Objective 2.3: # of partnerships established and nexus products explored through market systems analysis to inform demonstration activities

Objective 3.1: Lessons learned and knowledge from research, innovation, and best practice are contributing to advocacy and influence for transformational change, replication, and scale.

**III. Purpose of the End-line Assessment and the Final Evaluation**

The purpose of the end-line assessment will be:

1. To see the changes at household level compared to baseline assessment;
2. To get the community resilience insight through application of resilience analytical framework;

3. To generate lessons learned and recommendation that will be useful and relevant to MRED program in the next phase (2022-2024).

The Final Evaluation will be a participatory and collaborative effort between Mercy Corps Indonesia (MCI) MRED Program and the next implementing local partner. The purpose of the evaluation as follows:

1. to assess the program's performance and achievements vis a vis the program outcomes and objectives;
2. to generate lessons learned and recommendation that will be useful and relevant to MRED program in the next phase (2022-2024);
3. to provide an advocacy tool that aligns with transformation efforts to be implemented in the MRED next phase.

#### IV. ENDLINE ASSESSMENT AND EVALUATION METHODOLOGY

The Evaluator will be expected to first completing the End-line Assessment and use the result as one of the inputs for Final Evaluation.

##### A. Endline Assessment

##### A.1. Data Collection Method

1. Document Review. A review and analysis of the program's existing sources of information will be conducted.
2. Household Survey targeting 400 endline Household respondents. A household survey to the 400 respondents will be demonstrated to measure the result of program intervention by comparing the Baseline and Endline assessment result. The 400 respondent will selected purposively similar to baseline assessment, and end-line questionnaire will refer to the baseline assessment but it can be revise during the preparation process.

The endline data collection is expected to be done using digital data collection such as ONA or KoboToolbox. And the raw data should be shared with MRED Program.

##### A.2. Data Analysis

Result of the survey will be first entered in Indicator Tracking Table, for comparison with Baseline Assessment Result. And then the result will be grouped based on the Mercy Corps Resilience Framework elements below:

1. Resilience to What End
  - Poverty Probability Index/ Progress out of Poverty Index (PPI)
  - Household Dietary Diversity Score (HDDS)
  - Coping Strategies Index (CSI)
2. Resilience for Whom?
  - Demographic (Head of Household, HHs size, Sex, Age, Disability)
  - Education (Individual education attainment)
  - Income/Livelihood
  - Expenditure
  - Vulnerability
3. Resilience to What?
  - Community Disaster Profile (Community disaster record, Desa/dusun disaster profile, frequency of disaster, extent of impact of the disaster)
  - HH Disaster Profile (at risk population, exposure to disaster)
4. Resilience of What?

- Intervention Level
- Agricultural System (Crop cultivation, agricultural support, etc)
- Market System Services (Output market, input market, barriers to access agricultural input)
- DRR Community Groups (HH participation with the community group, group leadership)
- Gender Norms, Knowledge Attitude and Practices on Financial Literacy (Saving, loan, Insurance, Perception, Access to finance, Decision Making)
- Type of Disaster and Impact
- 5. Resilience through What?
  - Promotes disaster risk reduction (DRR) capacities and Livelihood capacities
  - Resources
  - DRR Knowledge (Risk Knowledge and awareness, preparedness)
  - Community Participation on DRR intervention
  - Knowledge Attitude and Practices
  - Planning and Strategies
  - Use of Strategies
  - Confidence of DRR interventions (Mitigation trees, river bank plantation, riverside gabion wall, drainage, bio-engineering)
  - Confidence of DRR member trained
  - Community Based Early Warning System (EWS) System (awareness, Information, access, confidence, disseminating channel, key action in response to EWS information)
  - Weather information (awareness, use of weather info)
  - Financial services
  - Nexus commodities
  - Psychosocial/Subjective well-being
  - Coping ability
  - Social Cohesion
  - Bonding and Bridging Dimensions
  - Linking Dimension
  - Relation between average HH Exposure and Sensitivity at Dusun Level
  - Relation between HDDS Score and Reduced CSI score
  - Relation between HDDS Score and PPI Score
  - Relation between PPI Score and CSI Score

## **B. Final Evaluation Research**

MCI will use mix evaluation, where the external evaluator will be hired and work together with Program MEL Team.

### **B.1. Final Evaluation Questions**

There will be four key evaluation questions for the evaluation research. The evaluation report will attempt to answer all the evaluation questions listed in this Scope of Work (SOW):

#### **1) To what degree the program Outcomes and Objectives met?**

- i) How successful was the program in meeting its intended outcomes and objective? What were the major factors influencing the achievement or non-achievement of the Outcomes and Objectives? Is there any unexpected Objectives/Outcomes reached?

- ii) What were the strengths and weaknesses of the program Outcomes and Objectives? To what extent did the Activities of the program align with the intended Objectives? To what extent did the Objectives (Output) of the program align with the intended Outcomes?
  - iii) To what extent did the Gender, Diversity and Social Inclusion (GEDSI) approach affect the Objective and Outcomes of the program?
- 2) **To what extent was the implementation, in terms of design/approach and strategy chosen as well as resources available/used in program implementation, has been effective, efficient, and appropriate to local needs, capacity, and the problem to be solved?**
  - i) The DRR and Livelihood approach at the community and district levels?
  - ii) What are the strengths and weaknesses of the DRR and Livelihood approach at the community and district levels?
- 3) **How sustainable are the results of the MRED program?**
  - ii) What is the likelihood that the DRR and Livelihood approach will be continued and/or scaled/replicated by:
    - targeted or non-targeted households and communities?
    - the government institutions at village and district level?
    - other stakeholders (NGO, University, private sector)?
  - iii) To what extent is funding/budget available to support the continuation and/or replication of DRR and Livelihood approach from the village government and district government?
  - iv) What other major factors (positive or negative) exist that may affect the sustainability of the MRED program results?
- 4) **What are Program Learning for the next phase implementation?**
  - I. How well do program interventions build the capacities required for a household or community to be disaster ready?
    - a. Do resilience capacities supported by MRED improve households and **communities' ability to respond** to shocks and stresses? If so, which ones?
    - b. Do households and individuals who participate in MRED maintain or increase **wellbeing outcomes** in the face of shocks and stresses?
    - c. Do households and communities who participate in MRED reduce their **exposure** to and the **severity of shock and stress**?
  - II. What has motivating or driving factor (social, cultural, or economic) could bring about changes in capacities and behaviors of individuals and communities to respond to recurring shocks and stresses?
  - III. What enables or prevents people from taking up adopting new behaviors or practices that will reduce risk to recurring shocks and stresses and allow them to bounce back quicker?

## **B. 2. Evaluation Data collection Method.**

- 1. Document Review. A review and analysis of the program's existing sources of information will be conducted.
- 2. Mini Focus Group Discussion (FGD). A series of FGD consist of 8-12 participants per group will be conduct to discuss experience, performance, and perceptions from the field, the FGD will targeting the participant as follows:
  - i. FGD with the program participant targeting household/ individual participant program from 10 villages and reflected vary of sociodemographic.

- ii. FGD with key program staff. A FGD will be conducted to discuss experience, performance, and perceptions from the Program Staff: DRR Assistant and Livelihood Assistant.
- iii. FGD with the program partner from Agricultural and Planology Student who assist the program implementation in the field.
- 3. Structured Interviews. Structured key informant interviews (KIIs) will be conducted with the following informant/ respondent:
  - i. Structural Interview with key MRED program staff will target Program Manager (PM), DRR Program Coordinator, Livelihood Nexus Coordinator, Field DRR and Livelihood Assistant.
  - ii. With the program participants at district/ sub national level will target BPBD Sigi District (including Pusedalops staff), Agricultural Office (including BPPT staff known as village agricultural instructor), BMKG official, Balai Wilayah Sungai III, BP Daerah Aliran Sungai and other relevant stakeholder. For a full list of interviewees and questionnaires will refer to selected indicator from Sigi District Resilient Assessment (2020).
  - iii. With the program participants at community level will target 10 of Village Staff, BUMDES staff, Member of Disaster Management Group, Champion farmer, and gender training champions, and other relevant stakeholder. .
  - iv. With the program partner at Sub/district level will stakeholder from the University (Agricultural & Planology Faculty), Agricultural Insurance (Jasindo), Private Sector (off taker), sub district official, related NGO and other relevant respondents.
  - v. With the former local partner will target Penabulu Foundation Program Manager, Karsa Institute Program Manager, if necessary.

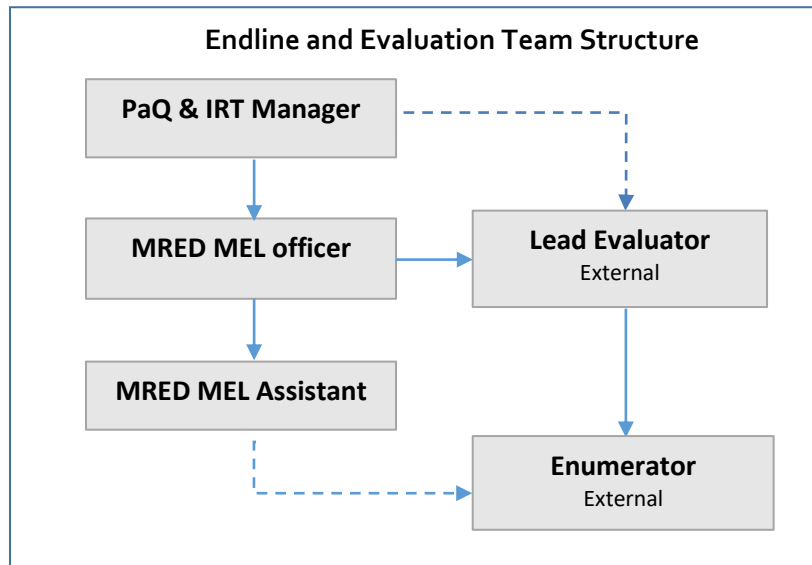
## **V. EXISTING RESOURCES ON PROGRAM IMPLEMENTATION**

- a. MRED Logframe and Performance Monitoring Plan
- b. Baseline assessment report
- c. Endline Assessment\*
- d. Indicator Tracking Table
- e. Sigi District Resilience Measurement Assessment Report (Laporan Penilaian Ketangguhan Kabupaten Sigi, 2020)
- f. Baseline report MRED Timor Leste (2020)
- g. Annual report and lesson learned
- h. Monthly Tracking Table (Workplan)
- i. DRR assessment/ research report and relevant document
- j. Livelihood assessment/research report and relevant document
- k. Gender report
- l. Information sheets and presentations.
- m. Program Financial Report
- n. Disaster Readiness Measurement (DRM) Baseline and Endline reports\*
- o. Participant data visualization
- p. List of target respondent/key informant for endline assessment and evaluation research
- q. Template document (Attendance sheet, inform consent, etc)
- r. Other relevant document/ report

\*Note: a).The Endline Assessment will be conducted by the external evaluator prior to the evaluation. b) DRM endline report will be available after MEL officer conducted in January 2022.

## VI. END-LINE AND EVALUATION TEAM COMPOSITION

To ensure the evaluation process provides performance of good communication and mitigate the poor partnership. Below is the reporting and communication structure for the final evaluation as well as an outline of roles and responsibilities.



No.	Role	Responsibilities
1	MCI PAQ Manager	<ul style="list-style-type: none"> <li>– Provide feedback to the evaluation tools quantitative/qualitative.</li> <li>– Provide feedback to the DRM report from the MRED MEL officer</li> <li>– Provide feedback to the endline survey report and evaluation report from the external evaluator</li> </ul>
2	MRED MEL officer	<ul style="list-style-type: none"> <li>– Support briefing/ training for endline HH survey</li> <li>– Support developing endline questionnaire through XLS and ONA/ODK data collecting tools</li> <li>– Oversees the process of the end-line and evaluation process</li> <li>– Provide feedback the endline survey report and evaluation report</li> </ul>
3	MRED MEL assistant	<ul style="list-style-type: none"> <li>– Provides assistance to MEL officer to develop endline questionnaire through XLS and ONA/ODK data collecting tools.</li> <li>– Provide the availability of existing source of program data and information for the evaluator</li> </ul>





3	Consultant Selection/interview, Contract Signing, Payment phase 1													MEL Officer, PM, Finance officer
4	Preparation endline survey and evaluation research													Consultant
5	Endline Assesment/ Survey													Consultant
6	Payment phase 2													Finance Officer
7	Evaluation research													Consultant
8	Analyze & finalize the report													Consultant
9	Dissemination													Consultant
10	Payment phase 3													Finance officer

The detailed above activities include the output, timeframe and payment installment as follows:

Milestones	Output/Deliverables	Timeframe	Payment Installment (% IDR)
Contract Signing & Negotiation		1-3 days	50%
Preparation: a) Development of the Endline & Evaluation Plan b) MRED Program document review c) Development of tools for HH endline survey, interview & FGD questions for program staff, program participant and stakeholder. d) Hiring and training of enumerators e) Piloting data collection tools for the endline survey and evaluation f) Sending invitations and scheduling of surveys, interviews, and FGDs	- Endline and Evaluation plan - Data collection tools using tablet and ODK based - Enumerator Training and Data collection schedule	10 days	
Data Collection and Cleaning:*	- HHs Endline Survey - Interview data & FGD Data – Evaluation report	15 days	
- Data analysis and drafting the Endline Assessment report	- 1 <sup>st</sup> draft of the HH endline report & presentation	7 days	

<ul style="list-style-type: none"> <li>- Data analysis and drafting final evaluation report</li> <li>- Drafting presentation</li> <li>- Raw data archiving: audio recorder, KII/FGD notes &amp; transcript (optional)</li> </ul>	<ul style="list-style-type: none"> <li>- 1<sup>st</sup> draft of evaluation report and presentation</li> <li>- Raw data archived</li> </ul>		30%
Workshop of final evaluation result: <ul style="list-style-type: none"> <li>- Presentation on results</li> <li>- Collect feedback for validation of results</li> </ul>	<ul style="list-style-type: none"> <li>- Feedback &amp; findings of 1st draft</li> </ul>	2 days	
1. Final revision of end-line survey report 2. Final revision of evaluation report 3. Final presentation	<ul style="list-style-type: none"> <li>- Final End-line Survey report</li> <li>- Final Evaluation Report</li> <li>- Final presentation</li> </ul>	2 days	20%
Submission of Endline and Final Evaluation reports.	<ul style="list-style-type: none"> <li>- Final End-line Survey report</li> <li>- Final Evaluation Report</li> </ul>	1 day	

\*note: MCI Office in Palu can be use as venue for the evaluation meetings/ FGD meetings.

## VIII. FINAL EVALUATION REPORT AND DISSEMINATION REQUIREMENT

### A. Dissemination Requirements

Electronic copies of the raw data and data analysis will be sent to the MEL officer at the end of activities.

Hard copy and electronic copy of the endline assessment and evaluation research report will be provided to the MRED program team, the donor - The MACP, and the Mercy Corps headquarters program, will upload the report to the digital library.

### B. Format & Content

There will be two type of report: The Endline Assessment report and the Evaluation Report, both will have different format and content.

#### 1. Endline Assessment report

The Endline Assessment report will not exceed 50 pages, not including: Cover Page, Table of Contents, List of Acronyms, Executive Summary, Annexes or Attachments. The Endline Assessment report shall be structured in accordance with the following guidelines:

- a. **Cover Page**
- b. **List of Acronyms**
- c. **Table of Contents**
- d. **Executive Summary.** Executive Summary should include: program brief description, summary of targets and intended objectives or results, areas of meaningful under or over achievement, major lessons learned, recommendations,
- e. **Methodology.** Detailed description of data collection techniques used for the HH survey, sampling frame and sampling design, Data analysis and interpretation, methods of selecting key informants, including strengths and weaknesses of methods used and its limitations of the survey;
- f. **Endline Results and Findings.**  
The comparison of Baseline and Endline result in Indicator Trackin Table and grouping of the result based on the Resilience Framework/ Structure below:
  1. Resilience to What End
    - Poverty Probability Index/ Progress out of Poverty Index (PPI)
    - Household Dietary Diversity Score (HDDS)
    - Coping Strategies Index (CSI)
  2. Resilience for Whom?
    - Demographic (Head of Household, HHs size, Sex, Age, Disability)
    - Education (Individual education attainment)
    - Income/Livelihood
    - Expenditure
    - Vulnerability
  3. Resilience to What?
    - Community Disaster Profile (Community disaster record, Desa/dusun disaster profile, frequency of disaster, extent of impact of the disaster)
    - HH Disaster Profile (at risk population, exposure to disaster)
  4. Resilience of What?
    - Intervention Level
    - Agricultural System (Crop cultivation, agricultural support, etc)
    - Market System Services (Output market, input market, barriers to access agricultural input)
    - DRR Community Groups (HH participation with the community group, group leadership)
    - Gender Norms, Knowledge Attitude and Practices on Financial Literacy (Saving, loan, Insurance, Perception, Access to finance, Decision Making)
    - Type of Disaster and Impact
  5. Resilience through What?
    - Promotes disaster risk reduction (DRR) capacities and Livelihood capacities
    - Resources
    - DRR Knowledge (Risk Knowledge and awareness, preparedness)
    - Community Participation on DRR intervention

- Knowledge Attitude and Practices
- Planning and Strategies
- Use of Strategies
  - Confidence of DRR interventions (Mitigation trees, river bank plantation, riverside gabion wall, drainage, bio-engineering)
  - Confidence of DRR member trained
  - Community Based Early Warning System (EWS) System (awareness, Information, access, confidence, disseminating channel, key action in response to EWS information)
- Weather information (awareness, use of weather info)
- Financial services
- Nexus commodities
- Psychosocial/Subjective well-being
- Coping ability
- Social Cohesion
- Bonding and Bridging Dimensions
- Linking Dimension
- Relation between average HH Exposure and Sensitivity at Dusun Level
- Relation between HDDS Score and Reduced CSI score
- Relation between HDDS Score and PPI Score
- Relation between PPI Score and CSI Score
- 6. Key Findings
- 7. Conclusion and Recommendations
- 8. Annex

## 2. Evaluation report

The evaluation report will not exceed 20 pages, not including: Cover Page, Table of Contents, List of Acronyms, Executive Summary, Annexes or Attachments. The final evaluation report shall be structured in accordance with the following guidelines:

- a. **Cover Page**
- b. **List of Acronyms**
- c. **Table of Contents**
- d. **Executive Summary.** Executive Summary should include: program brief description, summary of targets and intended objectives or results, areas of meaningful under or over achievement, major lessons learned, recommendations, and possibly a few lines describing the action plan developed to follow up on evaluation recommendations and how the evaluation report will be disseminated.
- e. **Methodology.** Detailed description of data collection techniques used throughout the evaluation, methods of selecting key informants, including strengths and weaknesses of methods used; inclusion of stakeholders and staff; rough schedule of activities; description of the data analysis undertaken, including justification and any software packages used. This section should also address constraints and limitations of the evaluation process and rigor.
- f. **Results and Findings.** Evaluation findings should answer to Key Evaluation questions and be presented as analyzed facts, evidence, and data, with assumptions clearly documented. Outliers or differences of opinion should be clearly documented and explained. Graphics should facilitate and complement the evidence that supports a specific finding or result and should be easy to read and understand, with a proper labeling.

- g. **Lessons Learned and Recommendations.** Lessons learned presented in this section must be directly linked back to the information presented in the Results and Findings section of the report. Ideally, items discussed here will not be completely new to the reader, but rather will refer to previous discussions. Recommendations should be action-oriented, practical, and specific, with defined specific program team responsible for the action.
- h. **Annexes.** The following documents should be included as attachments to the report: data collection instruments in Bahasa; detailed specific questions, list of respondent/Informant with type of data collection; quantitative or qualitative protocol developed and used. Any data sets (both raw and analyzed) generated from the evaluation's data collection can be provided in electronic format, including any required photos, participant profiles or other special documentation.

## **IX. CONSULTANT QUALIFICATIONS**

The Consultant should have the following skills and competencies:

- 1. Minimum of 10 years of doing Monitoring Evaluation Research / Impact assessment of the program.
- 2. Minimum 5 years working experience in development program
- 3. Demonstrable extensive experience producing high quality evaluations (a sample or summary of a previous evaluation program will be required).
- 4. Excellent written and oral communication skills in English, including report writing and editing.
- 5. Experience in Disaster Risk Reduction and Economic Development issues.
- 6. Familiarity with the Disaster Risk Reduction program context in Sigi District, including the DRR regulation framework.
- 7. Experience in conducting and analyzing qualitative and quantitative data
- 8. Experience and able to use the Digital Data Collection, preferably ONA and/or Kobo Toolbox

## **X. COVID-19 ADAPTATION**

Regarding to COVID-19 Pandemic, The endline and evaluation activities will apply COVID-19 protocol refer to latest regulation by the Government. Consultant team should ensure the team will consistently apply COVID-19 protocol, particularly during data collection process. And the consultant teams must completed the vaccination.

## **XI. TAXES, ADENDUM/TERMINATION AND CONFLICT RESOLUTION**

- A. All tax costs in this activity will be the responsibility of consultants and withholding taxes in accordance with applicable law in Indonesia.
- B. Employment agreement contracts agreed by both parties can be terminated if violations or things that are contrary to applicable law in Indonesia. And the addendum of the contract agreement will be made available if necessary.
- C. In the event of a dispute in the implementation of this activity, Mercy Corps Indonesia's management team will discuss and resolve the dispute.

## **XII. APPLICATION PROCEDURE**

The proposal submitted must contain a complete description such as scope of work, methodology, activity details, timeline, research team member, and cost budget details.

Please submit your proposal and curriculum vitae in English to: [procurementmred@id.mercycorps.org](mailto:procurementmred@id.mercycorps.org) no later than December 08, 2021. Only short listed candidates will be notified. Applications received after the deadline will not be considered.