World Vision

Terms of Reference

Endline Evaluation of the WOVEN Programme

2025

World Vision New Zealand

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Evaluation Summary

This document specifies the Terms of Reference (TOR) for the evaluation of the WOVEN[1] Programme. This TOR has been developed to obtain proposals to meet World Vision New Zealand (WVNZ) and the Ministry of Foreign Affairs and Trade of New Zealand (MFAT) requirements for the selection of an independent and suitably qualified evaluation team. The final description of the services that will be included in the contract will be confirmed through negotiation with the successful evaluation team.

Programme and duration	Wellbeing Outcomes to end Violence, Enable livelihoods and improve Nutrition (WOVEN) June 2020—September 2025
Goal	For children to be well cared for, especially the most vulnerable children
High-level outcomes	Development outcomes: • Children are protected from family violence • Young children have improved nutritional status • Families have resources to meet their children's needs Public Diplomacy outcome: • Sustained New Zealand public trust in the New Zealand aid programme Partnerships outcome: • Partnerships deliver added value
Evaluation purpose	To evaluate the changes brought about in people's lives by the WOVEN Programme interventions. The evaluation will also provide strategic and practical recommendations to inform phase 2 of the WOVEN Programme.
Primary methodologies	The GEDSI (Gender Equality, Disability and Social Inclusion) responsive evaluation will take a mixed methodology approach combining qualitative and quantitative data collection using, but not limited to, desk-based reviews, surveys, focus group discussions and key informant interviews.
Evaluation start and end dates	February 2025 – October 2025
Anticipated evaluation report release date	30 October 2025

[1] Wellbeing Outcomes to end Violence, Enable livelihoods and improve Nutrition.

Background

World Vision New Zealand (WVNZ) is looking for a team of experienced consultants to conduct the final evaluation of a five-year, multi-country programme WOVEN which is a collaborative effort co-funded by the Ministry of Foreign Affairs and Trade (MFAT), and jointly undertaken by World Vision New Zealand and the World Vision Country Offices (in Laos, Papua New Guinea, Solomon Islands, Timor-Leste, and Vanuatu).

The Programme was launched in 2020 as part of MFAT's Negotiated Partnerships Programme. Negotiated Partnerships are fit-for-purpose co-investment arrangements with New Zealand Non-Governmental Organisation (NGO) partners aimed at achieving shared development impact. They are multi-year, multi-country and multi-sector arrangements, which are agreed with New Zealand NGOs with relevant expertise, established relationships, resources and the capability to manage an outcomes-focused programmatic approach to delivering development cooperation. World Vision New Zealand was one of three pilot NGOs to launch the programme in 2020.

The WOVEN Programme seeks to enhance child wellbeing in the Pacific and Southeast Asia, focusing on three development outcomes:

1. **Safeguarding children from violence and exploitation (Child Protection):** the Programme works with parents and caregivers to equip them with positive parenting skills; it works with faith and community leaders to shift harmful social norms and establish effective protection response systems; and with local governments to strengthen reach of protection services.
2. **Improving nutritional outcomes particularly for young children (Nutrition)**: the Programme works with local health care workers and volunteers to extend the reach of growth monitoring, outreach, maternal health and infant feeding counselling for pregnant and lactating mothers. It also supports families to address food taboos or inequalities and strengthen year-round harvesting of nutrient-dense foods.
3. **Enhancing the livelihoods and resilience of households to better meet the needs of children (Livelihoods):** the Programme works with youth and adults to establish, grow and diversify micro enterprises and increase returns from production, at the same time as tackling inequalities and working to strengthen women's engagement and equitable management of household resources.

To lay the foundation for ongoing and sustained best development practice, WOVEN also delivers partnership outcomes that lead to a stronger local civil society capacity, and public diplomacy outcomes that strengthen awareness and engagement of the New Zealand public in our development efforts.

1. Public Diplomacy high-level outcome: Sustained New Zealand public trust in the New Zealand aid programme
2. Partnerships high-level outcome: Partnerships deliver added value

Through the Programme we aimed to directly reach more than 15,900 participants, including over 6,100 most vulnerable children, and aimed to indirectly reach over 41,700 people across vulnerable communities of the Pacific and Southeast Asia. The WOVEN Programme operates in five countries and Country Offices are responsible for the project-level implementation in

selected outcomes.[2] The Pacific Programme Manager at WVNZ manages the overall programme ensuring it follows the contractual requirements to MFAT. In addition, Country Programme Managers and an Evidence and Impact Specialist at WVNZ provide technical support to Country Offices. Each project focuses on 1—2 outcomes, as shown below.

Programme Country	Project Name	Project Goal
Laos	Sa Mouay Nutrition Action Project (SNAP)	Young children have improved nutritional status (nutrition outcome)
Papua New Guinea	Bougainville Economic Health and Resilience Project (BERHP)	Young children have improved nutritional status (livelihoods, nutrition outcomes)
Solomon Islands	Youth Social and Entrepreneurship Development and Child Protection (YSED+) Solomon Islands Endim Vaelens Agenstim Pikinini (SIEVAP), a coalition project with ChildFund and Save the Children	Youth and children experience a protective community environment and gain protective skills while being active contributors and leaders of community social and economic development. (child protection, livelihoods outcomes) Children in Solomon Islands are safe and protected from all forms of violence and participate as active agents of change (child protection outcome)
Timor-Leste	Roman ba Foin-Sae (Light for Adolescents)	Adolescents, particularly the most vulnerable, are protected from violence and are equipped to realise their full potential (child protection outcome)
Vanuatu	Men Be the Change (MBC): Transforming Behaviours to Reduce Family Violence	Children in Vanuatu are protected from family violence (child protection outcome)

A Programme baseline was conducted in 2021 and was followed by a mid-term evaluation in 2023. In 2022, the programme sectoral Theories of Change were tested in a virtual workshop. These documents will be made available to the consultants at the start of the contract.

The approach for the endline evaluation has been informed by the MFAT evaluation guidance, insights from the mid-term evaluation and the Steering Committee that represent the programme countries, and WVNZ. It entails the following:

- An independent, external consultancy to lead the final evaluation, conduct the data collection programme-level indicators as well as additional project-level indicators, analyse the data collected and write a final programme evaluation report and project-focused evaluation summaries with context specific support from Country Offices when required. The consultancy can be a team of consultants having worked together

[2] More information available here: https://www.worldvision.org.nz/causes/woven/

previously or a leading consultant who sub-contracts a team to support with the evaluation to ensure aligned and consistent data collection and analysis across the Programme. The consultancy will coordinate data collection but can subcontract separate in-country consultants to do project-level data collection. It is recommended that the team allocates consultants per country(s) for consistency and timely execution of the evaluation.

Evaluation Purpose and Objectives

The purpose of the endline evaluation is to assess the performance of the WOVEN Programme and achievements against all Life-of-Programme targets. The evaluation will assess the achievement against objectives, outputs, and outcomes, to see if the Programme delivered against the theory of change. The evaluation will assess the success of the Programme and highlight any issues that should be addressed in the next phase.

The evaluation is also expected to provide feedback on whether the Negotiated Partnerships (NP) core components (programmatic approach, adaptive management, long-term funding) have improved MFAT-WV partnership efficiency, delivered more sustainable development impact, increased local ownership and locally-led development, as well as increased focus on outcomes. These learnings will inform the next phase of the Programme.

The evaluation has the following objectives that will be subject to adjustment based on the evaluation design plan:

Objective 1: Evaluate to what extent the WOVEN Programme has delivered effective, efficient, relevant and sustainable outcomes to participants (particularly women, girls, people with a disability and other vulnerable groups).

Objective 2: Capture key challenges, learnings and best practices to inform the next phase of the Programme and other future initiatives, and provide recommendations on what elements to continue or discontinue in the second phase of the Programme.

Objective 3: Identify promising practices in Programme design, implementation and resource allocation that helped address gender equality and social inclusion issues, and provide recommendations to enhance GEDSI outcomes.

Evaluation Scope

- The period of time that the evaluation will focus on is June 2020 – September 2025.
- The geographic focus areas:
    - Laos: Sa Mouay District, National Office in Vientiane
    - Papua New Guinea: Central and South Bougainville (Kieta, Panguna, Bana, and Siwai Districts), National Office in Port Moresby
    - Solomon Islands: East Malaita, North Malaita, National Office in Honiara
    - Timor-Leste: Bobonaro municipality, National Office in Dili
    - Vanuatu: Port Vila, Santo, Tanna, National Office in Port Vila.

Exclusions:

Due to the Memorandum of Understanding with the Laos government ending in June 2025, World Vision will recruit an independent in-country consultant as early as possible to manage time constraints. The programme consultancy is expected to collaborate with the project evaluator and provide support with developing tools, data collection and analysis as soon as they commence the contract to ensure alignment with the Programme evaluation. The in-country consultant will produce a project-level final evaluation report while the Programme consultancy is expected to incorporate the results at programme-level and conduct any additional staff interviews and desk reviews.

Key stakeholders and target audience:

In support of a consultative and participatory approach, the consultancy will be expected to engage with a number of key stakeholders. These stakeholders could include:

- World Vision staff in New Zealand and Country Offices
- Key stakeholders at MFAT, including MFAT Posts (High Commissions and/or Embassies)
- Key project stakeholders, including direct participants and community and faith leaders
- Implementing partners of WV Country Offices, including civil society organisations , local government, and service providers such as organisations for people with disabilities
- ChildFund and Save the Children as part of the Solomon Islands Endim Vaelens Agenstim Pikinini (SIEVAP) Coalition.

Once the final evaluation report is released by the consultancy, World Vision New Zealand will disseminate the findings to MFAT, Programme participants, relevant local government institutions and other key stakeholders.

Methodology

The evaluation is expected to follow the guidelines for the OECD Development Assistance Committee (DAC) Evaluation Criteria, the World Vision GESI Integration in Programme Implementation, Monitoring and Evaluation guidelines, and any MFAT guidelines for final evaluations. The evaluation will use a mixed methodology approach to collect both quantitative and qualitative data.

- A **desk-based review** of key documents will be undertaken (including relevant project and programme design documents, baseline and midline evaluations, programme and project annual reporting, monitoring data and the supporting materials for the different approaches employed by WV staff and communities). The desk-based review will inform targeted field work components and sample sizes.
- A **data collection plan** will be produced for review and approval by WVNZ and the Steering Committee. This will outline and recommend suitable sample sizes (including equitable representation of women and men and other marginalised groups), sampling methodology, target stakeholders, tools and approaches. All data needs to be disaggregated by age, gender, and disability.

- As part of the evaluation plan, the consultant team will develop the **data collection tools**, including the quantitative and qualitative tools and ensure they are translated to necessary languages. The tools are expected to align with the baseline and midline evaluation tools to ensure comparability of results. WV and the evaluation Steering Committee will assist with sense-checking questions while the evaluation plan is finalised. The data collection process consists of
    - surveys (using Kobo or other agreed tool),
    - interviewing programme and project staff, and programme participants,
    - conducting focus groups discussions,
    - reviewing participant records,
    - developing data management procedures and tools (e.g., database),
    - coding, entering, and cleaning and analysing data.
- The Programme has established a **Steering Committee** that will gather regularly to track progress of the evaluation, troubleshoot any challenges and provide guidance to the evaluation team. MFAT will be part of the Steering Committee.

The final evaluation is expected to respond to key evaluation questions following the OECD DAC criteria. The evaluation questions can be reviewed by the consultancy and adjusted with the approval of the evaluation Steering Committee. When finalising the evaluation plan, the Steering Committee and consultancy will agree on which areas to specifically focus on.

OECD-DAC criteria	Key Evaluation Questions (KEQ)
Relevance	**R1.** To what extent has the Programme been aligned to the priorities of the target population, including to the needs of women, men, persons with disabilities and other vulnerable groups, and the priorities of national, provincial and/or local governments?
Coherence	**C1.** How well does the Programme complement and coordinate with other interventions and actors in the sector or region and are there any conflicts with other programmes or policies? **C2.** To what extent did the Programme support local stakeholders, actors and initiatives to enhance gender equality and inclusion?
Effectiveness	**EFT1.** To what extent has the Programme achieved its intended outcomes and were there any unintended results? **EFT2.** Did the Programme achieve differential impacts for different social groups? If so, what were the reasons for these differences? **EFT3.** What factors have contributed to or hindered the achievement of these objectives? **EFT4.** How effective have the Programme's strategies and approaches (such as adaptive management, programmatic approach) been in delivering the intended results?
Efficiency	**EFS1.** How and in what ways has the Programme delivered value for communities it serves as well as national and local governments? **EFS2.**To what extent has the Programme leveraged other resources to enable increased reach? **EFS3.** How efficient were the Programme's management and operational structures? **EF4.** Were Programme resources allocated to achieve inclusive, equitable and gender transformative results?

Impact	**IM1.** What changes (positive or negative) in the three development outcomes have project participants experienced as a result of the programme? **IM2.** To what extent have the activities and interventions outlined in the Theory of Change led to the desired outcomes and impacts? **IM3**. What impact did the WOVEN Programme have for women, men, persons with disabilities and other vulnerable groups in the five GEDSI domains (access, participation, decision making, systems and wellbeing)?
Sustainability	**S1.** To what extent are the WOVEN outcomes, including the progress made in the area of GEDSI, likely to endure beyond the life of the Programme? **S2.** How resilient are the Programme's benefits to potential future risks and challenges?

Evaluation Deliverables

The consultancy will work alongside WVNZ's Impact and Evidence Specialist and Pacific Programme Manager as well as the Pacific team to deliver the following:

Deliverable	Description	Estimated days	Delivery due
Endline evaluation plan for WOVEN	Review existing key documents and processes. Design evaluation plan (including approach and timelines) and produce a plan in February/March as agreed. Hold sessions with the Steering Committee to confirm the approach and expectations.	10	February/March 2025
Finalised evaluation tools	Review and development of tools (e.g., surveys, key informant interviews guides, focus group discussion guides etc). Testing and training of tools. Translation of evaluation questions. Recruitment of enumerators.	10	March 2025
Endline evaluation data collection, data processing and analysis	Travel in-country to provide support in training of tools and data collection (or recruit in-country consultants). Quality assure data as it is being collected. Have contingency plan in place if in-country travel not feasible (online training of tools etc). Analyse and synthesize data.	75	April-mid-August 2025
First draft report available	First draft report released following the analysis of collected data and written draft report.		September 2025
Design and lead sense-making workshop	Virtual workshop with Country Offices and WVNZ to present	5	September 2025

	preliminary findings and make sense of the data		
Endline evaluation programme report; Project-level summary reports for Country Offices; info sheets to share findings with project communities	Analyse and synthesize the data into a final programme report. Produce project-specific summary reports and info sheets to share findings with project communities and stakeholders	20	October 2025
Total days		120	

Evaluation Design

In proposing an evaluation design, the consultancy should identify the most appropriate approach, methodology and tools to generate credible, GEDSI-responsive evidence that corresponds to the evaluation's purpose and the questions being asked.

We envisage that this evaluation will include a literature and/or documentation review and a mixed or multi-method approach, using both qualitative and quantitative methods. This will increase the credibility and validity of evaluation findings and recommendations.
The final design will be confirmed in the evaluation plan and in consultation between the consultancy and WV Steering Committee. Relevant documents and data will be provided to the successful consultancy. See Appendix A for a list of key documents along with other relevant information and data.

Culturally responsive methodological approaches

There are a range of worldviews, and we encourage the use of culturally appropriate evaluation designs, methods and approaches to ensure the evaluation contributes to the body of knowledge of the country and its people which are the focus of the evaluation.

Indigenous expertise and capacity building

The evaluation design should recognise, value and build indigenous expertise. Capability building through evaluations are key to improving indigenous knowledge outcomes and is a tangible example of reciprocity in action. It demonstrates a commitment to the empowerment of the indigenous community and partner government and provides an opportunity to build indigenous research and evaluation capacity. We encourage proposals from indigenous-led evaluation teams or from evaluation teams that include emerging indigenous researchers or evaluators.

Ethics

The evaluation design will outline how privacy, cultural, safety and ethical issues will be managed in the evaluation. For example:

- How enumerators will be recruited and trained in safeguarding practices with support from WV before they begin data collection
- Full disclosure i.e. how participants will be fully informed of the evaluation purpose, how the information they provide will be used, and their rights regarding information they provide

- Informed consent - how it will be obtained (verbal or written)
- Potential possible harm to participants that has been identified and how this will be mitigated
- How confidentiality of participants will be ensured (e.g. no names in the body of the report, and participants will be asked at the start of interviews if they consent to their names being included in an appendix listing evaluation participants), and
- How considerations of gender and cultural safety and appropriateness will be addressed.

The consultancy is expected to align with World Vision's Adult and Child Safeguarding requirements.

The evaluation plan

The consultancy will develop an evaluation plan (can be guided by MFAT's evaluation plan template: Evaluation-Plan-template-MFAT). The evaluation plan should include the evaluation's design. It will also include:

- a stakeholder analysis; a communication plan
- a high-level plan to disseminate the findings, conclusions and recommendations to promote take up of learning
- an outline of the quality and ethical issues to be as part of the evaluation
- a schedule identifying key deliverables and timeline
- identification of the risks and how they will be mitigated
- a brief outline of the evaluation's governance arrangement.

It is anticipated that the evaluation plan will identify how the information needs can be met through current documentation (including undertaking documentary analysis), and what information gaps, if any, will need to be filled through fieldwork including in-country visits.

Data collection methods, for example, interviews (structured and semi-structured), focus groups, direct observation and case studies should be outlined.

The Programme's Monitoring Evaluation Research and Learning (MERL) Framework (programme logic, logic model) should form the basis of the evaluation.

The evaluation may be constrained by availability of key stakeholders and logistical challenges related to remote locations. This should be considered in the design described in the evaluation plan.

The evaluation Steering Committee will approve the evaluation plan, following any required amendments. The evaluation plan must be approved prior to the commencement of any fieldwork or other substantive work.

Arrangement for Cost Coverage and Payment

- The consultancy will propose a budget covering days and costs of the evaluation. Any changes to the budget will require WVNZ approval. WVNZ will cover all agreed costs of the evaluation.
- The consultancy will be paid on deliverables that will be agreed in the contract. The consultancy invoices WVNZ as agreed.

- Payment to be made following receipt of invoice from consultant and sign off by Head of Pacific Partnerships.
- WVNZ and the consultancy will stay in regular communication as to actual hours worked and the deliverables agreed within this TOR. Timesheets are expected on worked time. The consultancy should raise at the earliest opportunity any concerns about the ability to deliver the outputs within days or timeframes agreed. Should WVNZ and the consultancy mutually agree that additional hours are required, the consultancy should invoice WVNZ for actual hours worked. Additional hours, beyond those originally agreed in this TOR, should not be worked or invoiced to WVNZ without prior approval.
- It is recommended that the in-country consultants are subcontracted to ensure timely data collection, use of relevant languages, recruitment of local enumerators, training of tools etc. The main consultancy can travel to selected countries to validate data and/or run sense-making workshops.
- World Vision New Zealand's (WVNZ) vision is life in all its fullness for every child. In pursuit of this vision, WVNZ is committed to safeguarding (preventing, reporting, and responding to harm or abuse caused by WV employees and affiliates) any child anywhere, adults living where World Vision has a programming presence, and communities with whom World Vision works, protecting them from abuse, neglect and exploitation. The consultancy is expected to comply with WVNZ's safeguarding policy, which includes criminal conviction background clearance prior to community visits; signing the World Vision Child and Adult Safeguarding Policy and commit to preventing harm in the way we communicate about children and adults in programme areas; report any and all safeguarding concerns, violations of this policy or suspicions of abuse to ensure World Vision can investigate and respond, consistently with local law. Prior to visiting project areas, the Country Offices will provide safety and security briefings.

Skills and Expertise

To fulfil the requirements of the design we are looking for skills and specialist expertise across the following areas:

- Prior experience in conducting multi-country and multi-sector programme evaluations with technical expertise in international development projects and a good understanding of participatory design approaches
- Experience in designing or leading GEDSI responsive evaluations or programmes, and in conducting GEDSI analysis.
- Extensive knowledge of qualitative and quantitative research methods and tools, including data analysis methods/tools/platforms (both qualitative and quantitative)
- Flexibility to work to evolving deadlines and requirements
- Availability to travel to all countries involved in the Programme depending on the need
- Excellent cross-cultural skills and ability to articulate concepts in a clear and concise manner
- Excellent written communication skills
- Knowledge and experience of at least 2—3 of the countries in the programme, highly regarded (Laos, Papua New Guinea, Solomon Islands, Vanuatu and Timor-Leste)
- Sectoral expertise in any of the Programme's development outcomes (Child Protection, Livelihoods and Nutrition) highly regarded.

Expression of Interest Process

To express interest in undertaking this consultancy, please submit the following to Hanna Taylor Moller (hanna.taylor-moller@worldvision.org.nz), Head of Pacific Partnerships, by **12pm (NZ time) on 20 February 2025**:

- CV of consultant/s
- A brief (max 5 page) proposal outlining:
    - Proposed high-level evaluation design, including proposed methodology and workplan for delivering the ToR, including any flexibility or existing time constraints for the consultancy (a full workplan will be developed as part of the evaluation)
    - Proposed consultancy days and fees

Questions about the TOR can be emailed to Hannele Tulkki-Williams (h.tulkki-williams@worldvision.org.nz).

Approved by
TJ Grant – International Partnerships Director/Associate National Director

Appendix A: List of Key Documents

Relevant documents will be provided to the evaluation team prior to the evaluation. These key documents include:

- Design document
- Baseline report
- Annual and semi-annual programme reports
- Mid-term evaluation report
- Resources such as adaptive management tool, workshop reports
- Indicator Tracking Table
- Project-level GEDSI action plans

Appendix B: WOVEN Results Measurement Table

The WOVEN Results Management Table is available here: https://wvnz.org.nz/woven-table

In addition to the attached programme Results Measurement Table, projects have additional project-level indicators for data collection.

Appendix C: WOVEN Fact Sheet

NEW ZEALAND MINISTRY OF FOREIGN AFFAIRS & TRADE
Aid Programme

World Vision

WELLBEING OUTCOMES TO END VIOLENCE, ENABLE LIVELIHOODS, AND IMPROVE NUTRITION (WOVEN)



PROGRAMME SUMMARY

Timeline: July 2020 – September 2025

Budget: $19,977,574 (NZD)

Funding Sources: New Zealand Ministry of Foreign Affairs and Trade (MFAT) and World Vision New Zealand (WVNZ)

Implementing Partners: World Vision Laos, World Vision Papua New Guinea, World Vision Solomon Islands, World Vision Timor-Leste and World Vision Vanuatu

PROGRAMME GOAL

Sustained wellbeing of children within families and communities, especially the most vulnerable in Laos, Papua New Guinea, Solomon Islands, Timor-Leste and Vanuatu.

15,900 programme participants

5 Locations

5 Years

PROGRAMME IMPLEMENTATION LOCATIONS & FOCUS



Programming Focus

- Livelihoods - Families have resources to provide for their children
- Nutrition - Young children have improved nutrition
- Child Protection - Children are protected from violence

PROGRAMME OUTCOMES

Development Outcomes:

- Children are protected from violence
- Young children have improved nutrition
- Families have resources to provide for their children

Public Diplomacy Outcome:

- Sustained New Zealand public trust in the New Zealand Aid Programme

Partnership Outcome:

- Partnerships deliver added value