

TEARFUND NEPAL EARTHQUAKE RESPONSE



MID-TERM EXTERNAL EVALUATION Nov - Dec 2016

FINAL REPORT – 11 JAN 2017

Evaluation Team

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Many thanks to all those people who participated in interviews and Focus Group Discussions for the evaluation and provided thoughtful and honest input.

Thanks in particular to Miriam Sawyer who conscientiously supported the evaluation from the UK. Douwe Dijkstra and Rajan Ghimre for making arrangements in Kathmandu and Upasana Gurung for accompanying the evaluation team to Makwanpur District. Thanks also to the team in Palung for their warm welcome and for facilitating meetings with the community in Agra and Tistung VDC's of Makwanpur District.

The review sought to draw out and synthesise views across Tearfund Nepal, their Partners and affected communities, however ultimately the views expressed in the report are those of the Consultants.

FRONT COVER PHOTO: Focus Group Discussion with the Livestock Group in Tistung Ward 4

List of Abbreviations

| | |
|-----------|---|
| CBDRR | Community-based Disaster Risk Reduction |
| CEEDF | Community Energy and Ecology Development Forum |
| CPM | Community Protection Mobiliser |
| CWS | Child Welfare Society |
| DADO | District Agriculture Development Office |
| DEC | Disaster Emergencies Committee |
| DRMP | Disaster Risk Management Plans |
| DRR | Disaster Risk Reduction |
| DUDBC | Department of Urban Development and Building Construction |
| DWCDO | District Women & Child Development Office |
| FGD | Focus Group Discussion |
| GFS | Gravity Fed Systems |
| GFBS | Gender Friendly Bathing Spaces |
| IRC | Information Resource Centres |
| LDMC | Local Disaster Management Committee |
| LDRMP | Local Disaster Risk Management Plans |
| LSAR | Light Search and Rescue |
| MRC-N | Multi-dimensional Resource Centre Nepal |
| NFI | Non-Food Items |
| NRA | National Reconstruction Authority |
| PADR | Participatory Assessment of Disaster Risk |
| PLW | Pregnant & Lactating Women |
| RADO | Rural Awareness Development Organisation |
| ToT | Training of Trainers |
| VDC | Village Development Committee |
| V-WASH-CC | VDC WASH Coordination Committee |
| WCF | Ward Citizen Forum |
| WDMC | Ward Disaster Management Committee |
| WDRMP | Ward Disaster Risk Management Plans |
| W-WASH-CC | Ward WASH Coordination Committee |

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EXECUTIVE SUMMARY

i) INTRODUCTION

Over 8,790 people were killed and more than 22,300 injured when a 7.8 Magnitude earthquake struck Nepal's Gorkha district on Sat 25 April 2015. A second earthquake measuring 7.3 Magnitude followed on Tue 12 May, close to Mount Everest. Tearfund had an existing presence in Nepal prior to the earthquake and after the disaster they launched a major response through new and existing Partners.

The focus of the mid-term external evaluation was Tearfund's DEC Phase 2a programme in Makwanpur District, where they are working semi-operationally with four national NGOs; Community Energy and Ecology Development Forum (CEEDF), Child Welfare Society (CWS), Multi-dimensional Resource Centre Nepal (MRC-N) and Rural Awareness Development Organisation (RADO).

Partner interventions are in; WASH, shelter, livelihoods, protection, Child Friendly Schools, DRR and resilience building. The Terms of Reference, Annex 1, provides further details.

ii) METHODOLOGY

The purpose of the external evaluation was both accountability & learning. The goal was to 'assess the contribution that Tearfund and Partners' Phase 2 projects have made in promoting recovery and building resilience, and what can be added or strengthened to ensure that impact is sustainable and replicable'

Robert Schofield was commissioned by Tearfund as the Lead Consultant, working alongside Srijana Nepal as the National Consultant and Madhu Thapa from United Mission to Nepal. The preparation phase involved drafting an Inception Report and a review of secondary data. The field visit to Kathmandu and Makwanpur District took place from 21 Nov – 2 Dec 2016 and the report was drafted in Dec 2016.

The Consultants used a variety of methods to surface learning including; Focus Group Discussions, Key Informant Interviews and observation. The Inception Report describes the approach in more detail – see Annex 2. The Consultants provided feedback to Partner staff at debrief meetings in Palung and to Tearfund Managers at a final debrief meeting in Kathmandu, to verify initial findings.

Field visits were made to Agra and Tistung VDC's. A balance of input was sought and achieved between direct beneficiaries (individual interviews and meetings with larger groups of beneficiaries), government officials, Partner staff and Tearfund staff. 247 people were key informants to the evaluation (129 female and 118 male). The full list of key informants is included in the Field Visit Schedule, Annex 3.

iii) EVALUATION CONSTRAINTS

Overall the methodology and approach was robust and particularly given the high number of key informants especially at community level there is a good degree of confidence in the results. However there were a couple of constraints including; last minute planning with the community on the evaluation meetings and a limited amount of sampling.

iv) OVERALL FINDINGS & RECOMMENDATIONS

The report provides a summary of progress against the key criteria, analysing each programme sector including a summary of progress against the programme outcomes, followed by overarching comments against the OECD-DAC criteria.

Tearfund and their Partners have implemented a strong recovery response to the earthquake, particularly given the challenging operating context. Overall the programme has been effective in the first twelve months, is on track to achieve the agreed outcomes and purpose and is already making a significant difference to earthquake affected communities in Makwanpur District.

Broadly speaking, the evaluation found that the programme has promoted recovery, is increasing resilience and in due course should have a positive impact.

The only activities that are yet to start are; planting of 1500 new trees, distribution of chickens to PLWs and capacity building to savings and credit cooperatives. Some quality control issues were discovered with the Gravity Fed Systems, Gender Friendly Bathing Spaces and Handwashing Stations.

10 recommendations are summarised below and highlighted in blue boxes in relevant sections of the report. There were no major issues requiring improvement.

Relevance

Recommendation 1 - a common beneficiary selection approach should be developed across Partners, with closer attention paid (by MRC-N & RADO in particular) to involving the community in developing clear criteria on who is eligible for programmes, communicating this carefully to the wider community as well as involving the WCF and LDMC and ensuring that Community Mobilisers are fully engaged in the selection process.

Effectiveness

Recommendation 2 - the RADO handwashing station design should be reviewed and more careful consideration given to the siting of handwashing facilities in future. RADO should consider returning to Bageshwori Secondary School to install a more conventional tippy tap design next to the latrine block.

Recommendation 3 - vocational training should continue and be reinforced, being careful to select the right participants and the right vocations, bearing in mind the particular needs and opportunities in each community.

Efficiency

Recommendation 4 - RADO should reinforce their quality control systems and processes.

Impact

Recommendation 5 - KAP Surveys should be routinely conducted for all training events and ideally several months after the training, in order to capture evidence of the impact of trainings.

Sustainability

Recommendation 6 – Community Mobilisers should be based within the communities they are serving in order to be most useful.

Recommendation 7 – the focus of Phase 2b should be on the most affected and difficult to access wards, such as Agra Ward 7 and Tistung Ward 9.

Coordination

Recommendation 8 – Tearfund should structure expectations with Partners about the end date of the programme as soon as practical in order that Partners can plan accordingly.

Coherence

Recommendation 9 – the primary relationship holder between Tearfund and the Partner should be made clear to Partners.

Recommendation 10 – the monitoring framework should be agreed at the outset of a new programme and rolled out across all Managers and Partners.

v) LEARNING

Tearfund have taken account of and incorporated learning in a number of areas such as; learning on cash based programming taken from previous emergencies, Tearfund Real Time Review recommendations particularly around improving beneficiary feedback mechanisms and giving further emphasis to protection activities in Phase 2.

Tearfund have sought to respond to the DEC Response Review Recommendations in a variety of ways, notably in developing strategies to listen to and respond to the needs prioritised by affected communities, putting a range of DRR activities at the heart of the recovery programme and Advocacy efforts to encourage local level government funding for preparedness.

1. INTRODUCTION

Over 8,790 people were killed and more than 22,300 injured when a 7.8 Magnitude earthquake struck Nepal's Gorkha district on Sat 25 April 2015. A second earthquake, measuring 7.3 Magnitude followed on Tue 12 May, close to Mount Everest. Hundreds of aftershocks ensued, reminding terrified people of the scale of the disaster. The damage and loss is calculated at some USD \$7 billion, with over half a million houses partially or fully destroyed with the Government of Nepal estimating an additional 700,000 people will be pushed into poverty as a result of the earthquake.¹

Tearfund launched a public appeal on the 27 April 2015 and the DEC launched an appeal on the 28 April 2015. Initial Tearfund interventions focused on food, NFI's, shelter, WASH, medical supplies, temporary learning centres for children and protection training. After the initial emergency aid operation, Tearfund staff and Partners are focusing on longer term recovery work, such as DRR, house building, livelihood regeneration, child protection and restoring of water supplies and sanitation.

The Tearfund DEC Nepal programme goal was to 'provide recovery, reconstruction and disaster preparedness assistance to vulnerable earthquake affected populations'

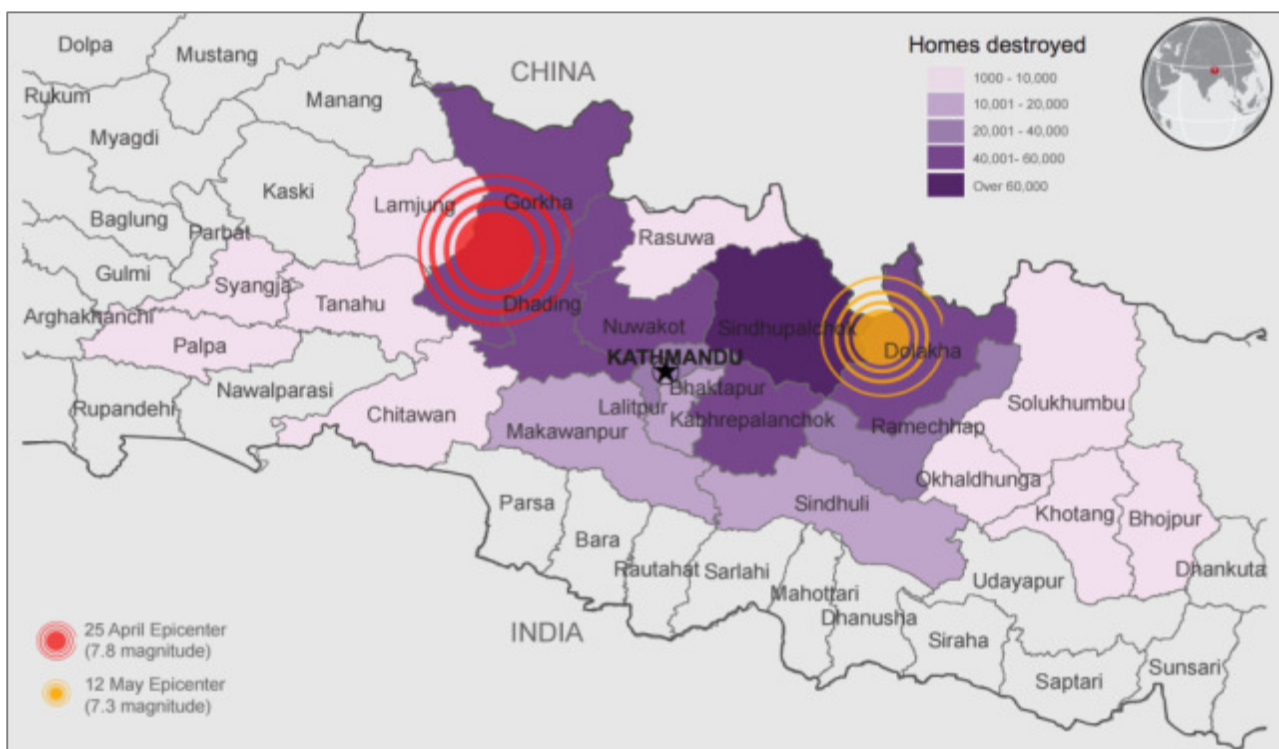


Figure 1 - Map of Nepal Earthquake most affected districts. May 2015. UN-OCHA

2. EVALUATION METHODOLOGY

2.1 Evaluation purpose and objectives

The overall purposes of an evaluation are usually 'accountability' (how well have resources been applied) and 'learning' (to facilitate improvement at programme and organisation level). The purpose of the mid-term evaluation was both.

The goal of the evaluation was to 'assess the contribution that Tearfund and Partners' Phase 2 projects have made in promoting recovery and building resilience, and what can be added or strengthened to ensure that impact is sustainable and replicable'.

The key objectives were to:

- Determine how successful beneficiaries perceive the project to be, in terms of promoting recovery and increasing resilience.

¹ Government of Nepal's Post Disaster Needs Assessment.

- Determine what change has taken place in project areas, the contribution that Tearfund Partners have made to that change and how they will ensure this is both replicable and sustainable.
- Determine the extent to which lessons learnt from previous responses have been incorporated into the programme and what elements could be added or further strengthened.
- Determine what steps Tearfund and Partners are taking on local level advocacy, to maximise opportunities in the recovery window, to ensure disaster preparedness and response mechanisms are well defined, resourced and implemented.

2.2 Evaluation Team

Robert Schofield, the lead Consultant, has over twenty years' experience in a range of leadership roles for NGO's, recent experience in the quality and accountability sector and several years' experience leading evaluations and reviews for NGO's and donors.

Madhu Kumar Thapa is Team Leader, Learning, Policy and Strategy Team for United Mission to Nepal, UMN (a long term Tearfund Partner in Nepal). Madhu was seconded for the period of the evaluation until 28 Nov 2016.

Srijana Nepal was commissioned as the National Consultant. She has worked with National and International NGO's and travelled throughout earthquake affected districts.



PHOTO: Robert Schofield, Srijana Nepal & Madhu Kumar Thapa

A Reference Group was formed at the outset of the evaluation to coordinate and manage the process, consisting of: Robert Schofield, Independent Consultant. Douwe Dijkstra, Tearfund Nepal Country Director. Cressida Thompson, Tearfund Deputy Head of Asia Region.

2.3 Evaluation Criteria

The standard OECD/DAC Evaluation Criteria were used for the evaluation, as well as the Tearfund Corporate Outcomes, Tearfund Quality Standards and the Core Humanitarian Standard.

The key lines of enquiry were outlined in the Interview Guide and Question Plan in the Inception Report. This was an initial starting point for Key Informant Interviews and Focus Group Discussions, which were further developed into tailored questionnaires for staff, affected communities and local officials.

2.4 Qualitative Methods

A mixed method qualitative approach was adopted, using a combination of 1:1 interviews, Focus Group Discussions, a review of secondary data and observation at field sites.

A series of Key Informant Interviews were conducted, mostly face-to-face, with a sampled range of 247 stakeholders, the vast majority being direct beneficiaries and a balance of women and men. See Annex 3 for the full list of key informants and travel schedule.

TABLE 1: Summary of Key Informants

| Stakeholder | Total |
|----------------------|------------------------|
| Tearfund staff | 10 (5F/5M) |
| Partner staff | 31 (6F/25M) |
| District officials | 9 (2F/7M) |
| Direct beneficiaries | 197 (116F/81M) |
| TOTAL | 247 (129F/118M) |

2.5 Desk Review of Secondary Data

A Desk Review of Secondary Data was undertaken at the start of the consultancy, supplemented by additional documents provided by Tearfund and Partners which were reviewed during the course of the consultancy, as follows:

- DEC Nepal Response Review, Sep 2015
- DEC Phase 1 Final Report, Form 10
- DEC Phase 2a Narrative Plan, Form 7
- DEC Phase 2a Output Table 8, 21 Jun 2016
- DEC Phase 2a 6 month report, Finance Form 9, Resubmitted 21 Jun 2016
- DEC Phase 2a 12 month report, Finance Form 3, , 30 Nov 2016
- DEC Phase 2a 12 month report, Form 10, 30 Nov 2016
- DEC Phase 2a 12 month report, Output Table Form 8, 30 Nov 2016

- Tearfund Interim Country Strategy, Apr 2015
- Tearfund Nepal Country Strategy 2016-2021, Apr 2016.
- Baseline survey/needs assessment data
- Tearfund Nepal Real Time Review, 18 Mar 2016
- Tearfund Learning Summary and Action Plan from the Nepal earthquake, April 2016

- RADO Issues Log – Oct 2016
- CEEDF Issues Log – Oct 2016

- Integral Alliance Nepal Evaluation, June 2016
- Opportunity Knocks, realising the potential of Partnerships in the Nepal Earthquake response, July 2016

2.6 Constraints/Limitations to the evaluation

Overall there is a good degree of confidence that the evaluation has surfaced key issues about the programme. A balance of input was sought and achieved between direct beneficiaries, government officials, Partner staff and Tearfund staff. Nevertheless there were a couple of constraints as follows:

Planning – meetings were arranged with the community/Partners at the last minute despite seeking to develop the schedule ahead of the evaluation starting. Some Partners and community members expressed frustration at the frequent change of plans for the evaluation. Having said that, it meant that in a number of cases communities had little time to prepare for the visit and the evaluation team may therefore have seen a more accurate picture.

Sampling – despite the Consultants requesting involvement in selecting the communities to visit during the planning, a list of programme locations was not forthcoming. However the schedule was amended during the course of the evaluation to include some additional communities in response to feedback from the Consultants.

3. BACKGROUND

3.1 Context

The operating environment in Nepal presented agencies and their Partners with considerable challenges:

- Access constraints to remote, widely disbursed and landslide prone mountainous communities.
- Nepal has a recent history of complex governance, marred over the last few years by political instability and violence. Transparency International's Corruption Perception Index 2014 ranks Nepal at 126 out of 176 countries.
- Most INGOs could not directly implement beyond the initial emergency phase and were obliged by the Government to work through national and local NGOs.
- Government delays in setting up the National Reconstruction Authority, which was only established in Jan 2016.
- Government delays in agreeing Project Agreements.
- Monsoon period (June – Oct) with heavy rainfall, floods and landslides, made worse for those residing in temporary shelter. Whilst the consequences of the monsoon were less acute in Makwanpur District, the rains slowed down implementation.

- The four month border blockade with India caused major fuel shortages and relief supplies including winterisation items were held up at the border.
- Ongoing tremors – there have been hundreds of tremors in Nepal following the major earthquakes in 2015. During the period of the evaluation there were two tremors, one on 24 Nov 2016 and a 5.6 magnitude tremor on 28 Nov 2016.

3.2 Programme

The focus of the mid-term evaluation was on Tearfund's DEC funded Phase 2a work in Makwanpur District, implemented from November 2015 to date. Funding from three other donors overlaps the DEC funding for the integrated programme, as follows;

- Winterisation activities funded jointly by ZOA and DEC.
- Mason training funded jointly by Tear Netherlands and DEC.
- Model houses funded by Tear Netherlands, which represent an integral part of the overall Cash for Shelter programme.

3.3 Resource Partners

Nepal is an ideal case study on working with National Partners, since the government restricts International NGO's from directly implementing programmes.

Semi-operational working through Resource Partners

Tearfund is working semi-operationally through four 'Resource Partners' to deliver the DEC funded programme, adopting an approach that differs from their usual long term relationship with Partners. Tearfund has a strong presence in Makwanpur District in order to provide hands-on technical support and monitoring, alongside the funding. This was the approach adopted by most INGO's post-earthquake.

The recent 'Opportunity Knocks'² report suggests that if there is not a pre-existing relationship with a Partner, then using a new Partner in a response would have slowed the response down. The Resource Partners selected by Tearfund all needed extensive capacity building and each Partner employed and trained their own new staff for the earthquake response programme.

i) Rural Awareness Development Organisation (RADO)

RADO was established in 1994, currently has around 50 staff and has been working with Plan International since 2000 and Helvetas more recently. The current Chairperson is also covering the Executive Director role. RADO have a background in school reconstruction/infrastructure projects, however prior to the Tearfund programme they had no previous experience in constructing household level shelters.

ii) Child Welfare Society (CWS)

CWS was established in 1991, they have 39 staff. Initially they partnered with Plan International and are currently partnering with UNICEF on Child Protection in 15 VDCs. The District Programme Coordinator has been in post for 17 years and in addition he is a member of the District Child Welfare Board and the District Juvenile Justice Board.

iii) Community Energy and Ecology Development Forum (CEEDF)

CEEDF was established in 2011, they have 65 staff in total including 40 Community Mobilisers. Initially they were running a safe schools project in 21 Wards with Plan International. They are involved in Transitional Shelter activities with Plan International and ICCO in other VDCs, as well as partnering with Caritas Nepal on a community development project.

iv) Multi-dimensional Resource Centre Nepal (MRC-N)

MRC-N started in 2002 and has between 25-30 staff. They have experience in agricultural livelihoods and particularly organic farming. Other donors include Stromme Foundation, Practical Action, OFID and previously UNDP and GIZ.

4. FINDINGS & RECOMMENDATIONS BY SECTOR

Findings against programme sectors and outcomes are presented in this section and have been colour coded to show either green = on track yellow = partially achieved or red = not yet achieved

² http://tilz.tearfund.org/en/themes/disasters/disaster_response_and_recovery/local_partners_in_response/

Broader findings and recommendations against each of the OECD/DAC criteria are included in Section 5, with some overlap between these two sections.

Recommendations are highlighted in blue boxes in relevant sections of the report and summarised in the Draft Management Response Matrix in Annex 4.

4.1 WASH

OUTCOME: Households benefit from improved access to water supplies and sanitation facilities

RADO implemented the WASH activities which are largely on track, however there were some quality control issues with the GFS, GFBS and hand-washing stations.



PHOTO top left: Tistung Jagdada tapstand at adult height only. PHOTO top right: Agra Chisapani GFS with no slab on the source tank. PHOTO bottom left: Agra Chisapani regulator tank with ill fitting lid. PHOTO bottom right: Rabindra Ghrung and his daughter benefit from the fresh water from Agra Chisapani GFS.

| 12 month summary | Variance/issues |
|--|---|
| 7 GFS completed. | <p>Water sources have shifted due to the earthquake and some can no longer be found, hence the target was reduced from 14 to 8. Potable water is very useful for the households that receive water from the GFS but there were cost effectiveness questions for some of the GFS e.g. in the case of Tistung Ward 9 Jagdada only 34 households benefit.</p> <p>A number of technical and design issues were identified in Agra Ward 4 Chisapani; no slab on top of the source tank, lid of pressure regulator ajar, tap stand design not suitable for children. Technical and design issues were identified in Tistung Jagdada; cracked reservoir, lid did not fit on the pressure regulator, the same tap stand issue for children.</p> |
| 9 Water Safety User Groups formed. 27 Water Safety Action Plans developed. 9 water points tested | The target number of Water Safety User Groups was reduced from 14 to 10. The Agra Chisapani Water User Group existed before the programme started, therefore RADO reinforced the existing group. A water testing kit was seen in Jagdada and Water Safety Plans were discussed. |
| 25 D/V/WASH-CCs review meetings conducted. | The evaluation team visited the WASH Coordination Committee in Mohariya Village, Agra which had existed before the earthquake, RADO reactivated this committee. Coordination between RADO and the WASH Coordination Committee appears to be good. |
| 40 community sensitisation meetings conducted. 36 Community Sanitation Mapping meetings. 5 public awareness campaigns on WASH | <p>RADO staff confirmed that community sensitisation meetings took place, but communities when asked could not recall them.</p> <p>There is a question about the usefulness of one-off sensitisation meetings and the impact of social mobilisation with only 2 Community Mobilisers over such a wide area, compounded by the fact that the RADO Community Mobilisers were based in Palung rather than within communities.</p> |
| 102 HH household latrines constructed. | <p>The original plan was to support 313 household's, however this has been dramatically increased to respond to the VDC WASH Committee suggestion that RADO support re-construction of all damaged latrines with the same budget by changing the modality. 3 levels of support were envisaged by RADO; \$90 on completion of a totally damaged latrine, \$25 for partially damaged latrine. \$15 for minor damage, but the community were only aware of the first two.</p> <p>It was LDMC's suggestion that households should be reimbursed after the work is complete, however there may be an issue with poor and marginalised households not being able to afford materials and therefore not reaching all the right groups.</p> |
| 322 people attending 18 training events for WASH-CC on Solid Waste Management | Providing cash for toilet construction is a good approach but this may not be enough to change the communities behaviour – cash is a motivation but awareness is needed too and there was a question about whether there was sufficient public awareness and mobilisation at this point in the programme. |
| 6 Handwashing stations constructed | Target was reduced from 10 to 6 due to availability of water sources. Tippy taps were constructed at schools but the one seen at Bageshwori School (Tistung VDC) was poorly sited away from the latrines, poorly designed for handwashing given the scarce water and the tap had already broken – all resulting in the handwashing station not being used. |
| 9 gender friendly bathing spaces constructed. | The Gender Friendly Bathing Space is to provide privacy for women bathing at public water points. 2 GFBS in Agra Ward 4 Chisapani were not being used 6 months after completion. The GFBS at Tistung Jagdada was not being used due to all households in the village having individual water supply. |

4.2 Shelter

OUTCOME: Communities have rebuilt their homes in a sustainably and seismically resilient way

RADO implemented the shelter activities which were delayed, due mainly to the delays in the setting up of the NRA and the issuing of guidance to NGO's from the government. The Owner Driven Reconstruction

approach has gained popularity in recent years and is regarded as offering more dignity to beneficiaries and a much greater sense of ownership than traditional top down approaches.

Initially the NRA guidance was that NGO's should offer 200,000 NPR per household and 250,000 NPR³ for more vulnerable households. The NRA is now proposing to increase this by 100,000 NPR, although this is not yet official government policy. Given that most of Tearfund's beneficiaries are more vulnerable households, they are currently paying out 250,000 NPR (made up of 200,000 from DEC funds and supplementing 50,000 NPR from their own Appeal funds) with an expectation that if the government officially increase the entitlement that the government themselves will cover any shortfall.

Whilst there were lengthy delays in the government agreeing cash for shelter provision with communities, it was confirmed by the District Development Committee that first instalments have now been paid out by the government and they are moving onto their second instalments.

It was noted by the evaluation team that 250,000 NPR is only enough to build a very basic house and most beneficiaries are supplementing the Tearfund grant with their own resources.

| 12 month summary | Variance / Issues |
|---|---|
| 129 local craftsmen (masons) attended 5 training events on earthquake resilient reconstruction techniques. Plus 133 of those who had already been trained attended 6 refresher training events. | The original target was training for 370 masons, which was reduced to 270 at the 12 month point (a combination of 180 receiving follow up training and 90 receiving new training). More masons than expected left the District, according to the 12 month report and an additional 30 people were trained. Agra Ward 3 Chalti villagers appreciated the masons more than the RADO technical support and the model houses. Masons were taught both pillar system and load bearing building approaches. |
| Agreements signed with 588 households and first tranche received. 24 received second instalment. | The original target was 900 households but was reduced to 600 households due to earlier delays and further reduced to 588 households, as 12 were found to be duplicates or had moved away. Some concerns were raised about the selection of beneficiaries e.g. in Tistung Dadhigat Ward 5, RADO were alleged to have told the community there would be 7 Cash for Shelter beneficiaries and it was for the community to decide who would be selected. A Jagdada Tistung Cash for Shelter beneficiary seemed (to the evaluation team) to be one of the wealthier in the village and had already started building a two storey house with their own funds. Roof insulation issues were raised given the cold temperatures in the winter, however RADO assured the evaluators that a ply ceiling with insulation materials in the cavity is part of the standard design. |
| 18 reconstruction community groups formed. | Tistung Ward 3 & 9 Reconstruction Groups confirmed they had attended the 1 day training. |
| 28 community orientations on Safer Construction. IEC materials distributed. | Beneficiaries confirmed that orientations happened and there was good recall of some of the key messages. IEC materials consisted of 'flex boards' describing Safer Construction advice, which were left in the village after the orientations – however the evaluation team did not see any of these 'flex boards' in the villages they visited. |
| 1500 new trees not yet planted | The planting season was during the monsoon and RADO were too busy with Cash for Shelter registration to plant trees. It has been agreed to shift this activity from RADO to CEEDF, to be implemented next June/July. |

4.3 NFI's/Winterisation

OUTCOME: Households have their NFI needs met over the winter months

³ This converts to approx. £1,800 at current exchange rates.

RADO implemented the NFI distribution last winter which was completed on 12 Jan 2016. Distributions were heavily supported by the Tearfund Logistics team, particularly in terms of procurement, as well as distributing items together with Partners.

| 12 month summary | Variance / Issues |
|---|---|
| Distribution of winterisation kits to 1,750 households and cash to 1,047 HHS. | 2 x blankets, a mattress and a hot water bottle were distributed. The Consultants verified that blankets were still being used. Hot water bottles were less useful. |



PHOTO left: Agra Ward 6 beneficiary shows the hot water bottle received as part of the Winterisation NFI distribution.



PHOTO right: Agra Ward 6 beneficiary shows the blanket she received.

4.4 Protection

OUTCOME: Community based protection mechanisms strengthened and access for vulnerable families to protection support and basic services has been improved.

CWS implemented the protection activities, which are on track apart from the distribution of chickens, which may no longer be necessary.

| 12 month summary | Variance / Issues |
|---|--|
| 2 IRCs are open and running in 2 VDCs. 10 community members provided with assistance to obtain official documentation | It is mandatory to have IRCs in each VDC. Agra IRC is now meeting in a room within the women's cooperative in Dadabas because the VDC was destroyed by the earthquake. Books were displayed on Gender Based Violence, Disasters, Health and Trafficking. There were some sustainability concerns because the room is only lent by the cooperative. In Tistung the IRC is in the VDC office. Dadabas is a strategic location enabling good access for women but less access for men. In the Dadabas cooperative, the members were helping illiterate women understand the materials and Community Mobilisers carry some of the materials into the community. |
| 9 community mobilisers trained and 2 supervisors trained 2511 households received a visit or follow-up visit. 10 people received psychosocial support | The 3 CPMs in Dadabas reported they had visited every household in their villages. CWS could make even more effective use of CPM's with higher level training. Psychosocial support was needed in the aftermath of the earthquake but is not as necessary in the long term since there are a number of specialist agencies working in the VDC's such as Americares & TPO Nepal. TPO trained CPMs in psychosocial support and the referral mechanism is via TPO and CVICT. |
| 11 Awareness Programs completed including 7 street drama events. 3 trainings completed including financial | The street drama about trafficking was reported to be very effective in schools & the community, enhanced by a strong video. Normally the drama is shown in the centre of the Ward, however it may not reach the poorest at the margins of the village and it may therefore be necessary to do outreach to other areas. |

| | |
|--|--|
| management and leadership training for women. | The evaluation team met 4 women from Dadabas who had completed the 2 day household level financial training 2 days previously, which is conceptually strong, however only women are trained and they do not control the household finances, so it may make sense to include men in future trainings. |
| Identification of 575 vulnerable PLW and regular visits by Community Mobilisers 2 day awareness programme on nutrition to PLW | Initial consultation with the community revealed they did not want nutritional inputs that the community were not familiar with. Instead CWS decided to train women in nutritious cooking using local foods and any leftover funds to purchase chickens. However it is now too cold to distribute chickens and another agency (CCDN) has already distributed five chickens to all PLWs in Gairigaun Ward 4, Tistung VDC. It is understood that a cash distribution was considered at the outset, but changed because of a concern that cash would be misappropriated by the husbands of PLWs. Nutritional training was appreciated in Tistung & Agra with good recall about 'the timing of feeding children, importance of balanced diet, not carrying heavy loads,' but PLWs walked for 1.5 hours to reach the training. Cooking demonstrations in Agra Mohariya Village were strong, women learnt a new porridge recipe which "children loved." A number of communities are still awaiting the cooking demonstrations. |
| Review Meetings on strengthening trafficking referral mechanism. | CWS confirmed they had meetings with a number of key agencies on strengthening trafficking referral mechanisms. The output is highly relevant since the evaluation team confirmed with the community in Dadabas Tistung that trafficking continues e.g. 2 women and 1 child were recently returned from Kathmandu and border areas. |

4.5 Child Friendly Schools

OUTCOME: Improved capacity of schools to provide a child friendly environment and support holistic child development

CWS are implementing the Child Friendly Schools activities which were delayed due to monsoon season, festival season and school holidays.

PHOTO right: an example of the calendars produced by CWS with messaging on protection, DRR etc.
PHOTO left: Kumar Negi, Programme Coordinator at the CWS office in Palung.



| 12 month summary | Variance / Issues |
|---|---|
| Child clubs re/formed in 12 schools. Capacity development workshops: Support to creative child club session for 386 beneficiaries on the No-Go-Tell Approach | Bageshwori School Child Club is functioning well – it has existed for the last 6 years so was not reformed, rather it is receiving additional inputs from CWS. The evaluation team confirmed that every Friday CWS are teaching 'lifeskills' for 90 mins after school at Bageshwori on different subjects; developing personality, how to write poetry, singing etc. Saraswati Secondary School children appreciated the creative clubs and there is a useful psychosocial element in that they were doing something fun after the earthquake. |
| 2 out of 22 schools have been provided with support to meet national guidelines for child friendly schools. | The evaluation team confirmed that a one day Child Friendly orientation meeting was held with parents and teachers at Bageshwori Secondary School but a wider issue was raised by teachers, that their greater need was repair of the severely earthquake damaged secondary school wing. |

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| 34 teachers trained in child friendly teaching methodologies. | The Child Club at Bageshwori confirmed they had received Child Friendly teaching aids in the form of pens and books. |
| 63 enrolment campaigns conducted. | The Government have a campaign to encourage children to enrol for school. CWS involvement was through CPM home visits and provision of uniforms. |
| 5 special days celebrated. 200 calendars distributed, with messaging on Protection, DRR and WASH. | The evaluation team saw the Calendars, which included helpful pictures for those who are illiterate (see photo above). The calendars were distributed to schools, districts, wards etc. |

4.6 Disaster Risk Reduction

OUTCOME: Communities and households are able to prepare for, respond to, and recover from shocks and stresses.

CEEDF are implementing the DRR activities, which are on track.



PHOTO Left: Kajimoktan is the current keyholder for the Light Search & Rescue items and First Aid Kit provided by CEEDF in Agra Chalti village.

PHOTO Right: Bimal Ojha, CEEDF Programme Coordinator is holding up an example of a School Vulnerability Mapping exercise.

| 12 month summary | Variance / Issues |
|---|--|
| 2 LDMC re/formed and 18 WDMC re/formed. 18 Ward DRMPs developed WDMC orientation to community | Agra Ward 6 and Tistung Wards 3,6 & 8 confirmed they had attended the 3 day WDMC training. There is monthly follow up by Community Mobiliser's. CEEDF is advocating for political parties and VDCs to mainstream DRR processes. LDMCs existed before the earthquake so they are a stronger structure, but there is still work to be done to reinforce WDMCs e.g. During the FGD, Chalti villagers were unsure if their WDMC existed. Batase village had limited understanding of local risks, however Tistung Wards 3,6,8 all had good understanding of risks & mitigation measures. WDMCs & LDMC all made a plea for funds for mitigation projects etc. CEEDF is planning to roll out the Disaster Response Fund concept in December which they plan to support with some seed funding. |
| 291 people attending awareness campaign activities and workshops | A mock drill took place at Thaha and another mock first aid drill is planned in Jan 2017. |
| 5 day ToT on CBDRR. Participatory Assessment of Disaster Risk | PADR process was undertaken by WDMCs to develop WDRM plans and was written up by CEEDF. Once WDRM plans are finalised they will be printed out by CEEDF. Risk Reduction projects have not yet started. |
| 2 x 5 day LSAR/First Aid trainings. | The evaluation team observed First Aid kits and DRR items in four locations. First Aid kit in Agra Ward 6 had some items missing (bandages), they received their kit via Ward 5 and CEEDF will follow up discrepancies. |

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|---|--|
| 20 locations received LSAR/First Aid Items | <p>Replenishment of kits will be achieved via the DM Fund but this is not due to start till December. CEEDF are lobbying the VDC to provide funds to WDMC for these costs.</p> <p>Storage of kits – Agra Ward 6 are using an agricultural building, Ward 4 kits are in a temporary CFS because of earthquake damage to the ward building, however this is not sustainable. In Tistung kits were stored in individual houses.</p> <p>A young man who had done the First Aid training in Agra was able to demonstrate First Aid and how to make a stretcher.</p> |
| Induction meeting between V/LDMC and District Development Committee members. | <p>Ward DRM plans were informed by the PADR assessment and feed into Local DRM plans, although LDRM plans have not yet been written.</p> <p>CEEDF are supporting WDMC to lobby VDC for funds to support mitigation activities and the ongoing work of WDMC. The VDC Secretary suggested that he could match any funds provided by CEEDF. Several Tearfund staff visited district officials in Hetauda at the end of November to do advocacy training for system level change.</p> |
| 4 Community Mobilisers orientation on Social Mobilisation, Key Humanitarian Standards, Writing Case Studies and Photography | <p>The evaluation team met the Agra Ward 6 Community Mobiliser who had good recall of the training (community mobilisation & humanitarian standards) and M&E Officer, as well as confirming that the supervisor visits them twice a month.</p> |
| 15 child clubs formed (12 joint with Partner CWS). | <p>Most of the children's clubs were pre-existing. Three were newly formed. In Bageshwori, the childrens club FGD reported some involvement by CEEDF in one of the sessions e.g. prize giving at the end of the natural disasters session. CEEDF verified they had completed vulnerability mapping in 15 schools.</p> |

4.7 Livelihoods

OUTCOME: Enhanced community and household capacity to support sustainable and improved livelihoods

MRC-N are implementing livelihood activities which are all on track, apart from the support to Savings Cooperatives which has not yet commenced.

| 12 month summary | Variance / Issues |
|---|--|
| 225 households received vegetable input support and agricultural tools. 79 households received spice promotion, cereals and legumes support. 200 households received fruit plantation support | <p>There was a change of approach from 390 households receiving cash to 225 households receiving seeds and tools. It is understood the change followed a consultation between Tearfund technical staff, MRC-N field staff, Farmers and VDC agriculture coordination committee. The variety and quality of seeds was appreciated. Seeds were distributed in a timely way around the various seasons. Polytunnels and sprayers were appreciated.</p> <p>MRC-N selection was through Project Implementation Committees but there could have been more robust community verification. Lead Farmers were used to influence the wider community.</p> |
| 380 people attending 27 trainings on livestock and agricultural livelihood strategies. | <p>The trainings were appreciated but monthly meetings with CMs may not be sufficient in terms of frequency of follow up. Bio-fertiliser training was given, however women in Dadhighat, Tistung and Agra tried the new approach but insects came back so they returned to using commercial fertiliser.</p> |
| 3 irrigation systems rehabilitated. 45 drip irrigation systems constructed. | <p>Material support was received to rebuild an irrigation channel in Tistung Ward 5, with 100,000 NPR from MRC-N and 130,000 NPR coming from DADO. Households were expected to contribute labour for 5 days. Drip irrigation was observed in Tistung Ward 5.</p> <p>There were possible issues with the selection of beneficiaries, since some appeared to the Consultants to be less vulnerable.</p> |

| | |
|---|---|
| Capacity building and support to 4 savings and credit cooperatives has not yet started. | Farmer Groups include a savings element. The activity is to support existing Credit Cooperatives to understand the needs of the Farmers Groups however this has been delayed until Dec 2016, yet Farmers are already saving. In Tistung Dadhigat, farmers are saving 100 rupees per month. The total saved for each individual was around 6,000 NPR, which they have deposited in Metrong Savings & Credit Cooperative but they do not know what will happen with the money e.g. whether it is earning interest. |
| 18 out of 21 farmers groups formed. | All 8 Livestock Groups are new plus 5 Farmers Groups, the remainder of Groups already existed prior to the programme. The Taruka village FGD mentioned a strong development process from MRC-N who went house to house to establish what the community wanted and as a result formed a Livestock Group. 8 male breeding goats were distributed – community members had to contribute 15% of the cost of the buck, after which the community decided on the payment approach for the buck's services. |
| 2 Entrepreneurship trainings organised | The FGD with recipients of the entrepreneurship training mentioned they had changed the variety of crops as a result of the training. |
| Tailoring 3 month course with 30 participants. Basic Building & Electrician Training with 12 participants. | The tailor trainer resided in Agra Ward 2 for 3 months. A basic level of training was provided and the community reported they would have liked a higher level training. One lady started a sewing shop and in the last 3 months has earned 5,000 NPR. Two others are sewing at home and earning 2-3,000 NPR in the last 3 months, all of which goes into the women's pocket, rather than their parents or husbands. Electrician training was not certified. In the Agra Ward 2 FGD it was reported that the training was very basic and participants were not allowed to work on solar systems. Very few villages have electricity so it is difficult to practice the skills learnt in the training and it will be another couple of years before electricity comes to the village, by which time they may not remember the skills. Most have solar power in their villages and they reported that it would have therefore been more useful to have solar training. Selection for vocational training seemed to be done by community groups and elders, but the criteria in Agra Ward 2 was unclear – and some of those benefiting seemed relatively well off e.g. tailor lady with 50 goats. The main criteria seemed to be earthquake damage rather than economic condition. |
| Livestock management including Vaccination Campaign and fodder seed distribution. | Fodder seed received in the monsoon season was growing well and much appreciated. The vaccination campaign included the PPR vaccine in April in coordination with the government & de-worming medicine for tapeworm in Nov 2016 |
| 40 day Veterinary Training and Agricultural Technician Training | 3 trainees fed back that the training was very basic, although it was certified. 1 informant in Agra Ward 2 had started a vet shop doing castration, but the other 2 were living in areas where there was not much livestock. |



PHOTO left: FGD with Farmers in Agra Chalti village.

PHOTO right: 2 kid goats that were produced from the Buck distributed by MRC-N in Tistung Taruka village.



4.8 Capacity Building

OUTCOME: Improved capacity of Partner staff and government officials to ensure technical quality of the interventions.

Tearfund has undertaken a series of trainings with Partners and government officials over the last twelve months.

| 12 month summary | Variance / Issues |
|---|--|
| 6 trainings for Partner staff. | The evaluation team verified with Partners that these trainings took place and key messages were recalled. |
| Master ToT for government engineers on construction of earthquake resistant rural houses. ToT on DRR for Government Resource Centre focal persons. 1,236 materials published and handed over to government bodies | A ToT for Government Engineers in resilient techniques happened in Mar 2016, according to the Tearfund Shelter Advisor. The materials given to MoUD included 'design catalogues' and flags. |

5. FINDINGS & RECOMMENDATIONS BY KEY CRITERIA

The intervention is assessed against the OECD-DAC criteria using the following scale:

| | | | | |
|--|--|--|--|---|
| 1 Low or no visible contribution to this aspect | 2 Some evidence of contribution to this aspect but significant improvement required | 3 Evidence of satisfactory contribution to this aspect but improvement required | 4 Evidence of good contribution to this aspect with some areas for improvement and change | 5 Evidence that the contribution is strong and/or exceeding that which was expected of the programme |
|--|--|--|--|---|

5.1 RELEVANCE - 4

Relevance questions considered how needs assessment data informed the choice of programme activities, the extent to which disaster-affected populations were involved in the design or implementation of the assistance programme (CHS Commitment 1 & 4), how well the programme targeted vulnerable households (Tearfund Quality Standard on Impartiality and Targeting) and why Makwanpur District was targeted.

i) Makwanpur focus

Tearfund built on their existing Phase 1 earthquake response programme in Tistung and Agra VDC's of Makwanpur District to implement the DEC Phase 2a recovery programme. According to DUDBC, these VDC's were the most earthquake affected areas of Makwanpur District.

According to the Shelter Cluster, Makwanpur is "one of the less affected districts but also one of the least served".⁴ Out of 86,127 households in the district, 37,418 houses were damaged by the earthquake⁵.

There were no other INGO's operating in the permanent shelter sector in Tistung and Agra VDC's, which meant Tearfund's involvement in this sector filled a significant gap. The evaluation team came across numerous other NGO's supporting other sectors, especially in Tistung VDC, some of the other agencies included; Stromme Foundation, ICCO, Americares, Plan International and Forward Nepal.

ii) Sectors - breadth vs depth

The Tearfund recovery programme is comprehensive, addressing overlapping needs across multiple sectors. Tearfund have clear corporate as well as in-country experience in WASH, Protection and Anti-Trafficking work before the Nepal earthquake, as well as having developed Cash experience from other disasters.

⁴ https://www.sheltercluster.org/sites/default/files/docs/makawanpur_winter_dp_21122015.pdf

⁵ Figures taken from <http://drrportal.gov.np/>

Whilst Shelter was the main need expressed by beneficiaries, there is a question about whether the government would have eventually provided households with grants for Owner Driven Reconstruction. Having said that, NGO's have certainly been quicker than Government at delivering shelter programmes, as well as the fact that the programme offered an opportunity for Tearfund to train government engineers in earthquake resilient techniques and DRR.

Tearfund do not have a corporate Shelter Advisor, however the Owner Driven Reconstruction approach received input from the Tearfund corporate Cash Advisor.

Livelihoods is a critical need in Makwanpur, with 75% of the population working as farmers and agriculture as the main source of income.⁶

The inclusion of DRR in the programme is crucial in the context of ongoing vulnerability to future disasters in Nepal.

The depth of the programme, particularly in terms of impact, may have been affected due to the broad range of activities undertaken across multiple Partners.

iii) Programme Design

Tearfund were commended by some of their Partners as well as District officials for undertaking joint workshops at the outset of the programme to plan the programme design.

DWCDO reported that there were several planning meetings with Tearfund to discuss the Protection activities. "Tearfund involved us in the planning of their programme and asked us about priority needs, whereas other organisations often just came up with a plan and then asked the District to endorse it." Shova Shah, Chief Women Development Officer (PHOTO right).



It is evident that Tearfund were actively involved in shaping the programme design with Partners. MRC-N mentioned that Tearfund approached them about the livelihoods element of the programme and on the basis of initial discussions, Tearfund designed the initial cash for livelihoods programme. Subsequently MRC-N proposed a change of approach to seeds and tools rather than cash. Whilst it is positive that the programme has adapted over time, this change also suggests that the design stage was not as thorough as it could have been to determine needs and modalities.

iv) Beneficiary selection process

All Phase 2a activities involved a targeting process to ensure vulnerable earthquake affected households were reached.

There did not appear to be a common beneficiary selection process across Partners, with each adopting a different approach.

The Cash for Shelter selection process is particularly important given the high value of the assistance given. RADO reported that Tearfund had proposed selection criteria. At Ward level there was then a prioritisation according to vulnerability, economic circumstances and geographical location. RADO clarified that they relied on the VDC, Ward and WCF to identify beneficiaries and recognised that they had insufficient Community Mobilisers to adequately verify beneficiary lists. Tearfund verified the RADO lists, after which the NRA verified the final list.

MRC-N worked primarily through a Project Implementation Committee, which included representatives of the Ward, VDC and Farmers Groups, to identify beneficiaries, which in turn were verified by Tearfund. There were concerns raised in a couple of the FGDs about the robustness of the targeting e.g. Two beneficiaries were reported to be left out of the Farmers Group in Tistung, because they could not afford to save 100 rupees per month which was a requirement of the group. The Alternative Livelihoods training benefited some beneficiaries who were better off already e.g. in the vocational training FGD, the team met a woman who already had 50 goats. The concern is that some poorer members of the community may have been left out.

⁶ According to Senior District Agricultural Officer

Recommendation 1 - a common beneficiary selection approach should be developed across Partners, with closer attention paid (by MRC-N & RADO in particular) to involving the community in developing clear criteria on who is eligible for programmes, communicating this carefully to the wider community as well as involving the WCF and LDMC and ensuring that Community Mobilisers are fully engaged in the selection process.

v) Women's participation

The involvement and engagement of women has been prioritised in many aspects of the programme, for example in Farmers Groups, livelihoods trainings and in a number of the protection activities.

5.2 EFFECTIVENESS - 4

Effectiveness questions considered the extent to which programme activities were achieved and whether this led to the programme achieving its outcomes and overall purpose. Which activities were the most effective or least effective and the effectiveness of beneficiary feedback and complaints mechanisms (Tearfund Quality Standard on Accountability and CHS Commitment 4 & 5).

Overall the programme has been effective in the first 12 months and is on track to achieve the agreed outcomes and purpose.

i) Most effective

A number of outputs have been particularly effective including:

RADO Gravity Fed Systems were a huge benefit to the households fortunate enough to be connected to a source of fresh water. Prembahadur Magar from Tistung Ward 9 Jagdada Village said "the GFS has made a huge difference – we had a really hard time going to the river to collect water, especially for women who previously had to get up at 4am."

RADO trained masons in the community were highly appreciated by people building their homes. During one of the FGDs the community were asked which inputs they valued most and the informants were clear that they regarded masons as more useful than the Model House and RADO Technical Support, because the masons were alongside the community, able to give practical help and advice.

CWS Community Protection Mobilisers have strong influence in their villages because their approach is to visit every single household. Given the 1:1 access to households, even more effective use could be made of Community Protection Mobilisers, with more training and training at a higher level on issues such as Gender Based Violence.

CEEDF First Aid training – the training was conducted by the Nepal Red Cross and several key informants were able to accurately recall key aspects of the training such as how to prepare a stretcher and how to do basic First Aid. Bishnu Kumar Dung, a WDMC member in Agra summarised the value of the training very well when he said "In locations where there is no health post and ambulances cannot reach, the First Aid and Search & Rescue kit will be very useful."

CEEDF tree planting has been delayed until the next monsoon season around June 2017, however the usefulness of the activity was emphasised during a conversation in Agra Chispani, where the community talked about a landslide 20 years ago after which trees were planted which have stabilised the mountainside.

MRC-N Livelihoods – the variety and quality of seeds was appreciated by beneficiaries, who after harvesting were able to sell their fruit and vegetables in the market and use the funds for kitchen items and books for their children.

MRC-N Alternative Livelihoods training – the 3 month tailoring training in particular enabled the women involved to set up small tailoring businesses, earn a modest income which they were able to spend themselves and in turn were empowered as a result of this activity. The evaluators felt that there was an opportunity to extend the training for a further 3 months in order that trainees could sew more sophisticated garments which could provide even greater income, however this would need to be balanced against seeking to benefit as many women as possible.



ii) **Least effective**

RADO Handwashing Stations – the ‘tippy tap’ at Bageshwori Secondary School in Tistung (PHOTO above right) was poorly designed for a location where there is water scarcity, poorly sited some distance away from the latrines and poorly constructed in that the tap had already broken.

Recommendation 2 - the RADO handwashing station design should be reviewed and more careful consideration given to the siting of handwashing facilities in future. RADO should consider returning to Bageshwori Secondary School to install a more conventional tippy tap design next to the latrine block.

RADO Gender Friendly Bathing Stations – none of the three GFBS visited by the evaluation team were functioning for different reasons, one because it was locked, another because there was no door and the last because it was sited in a village where there was already piped water to every household. It seems that there was an acute temporary need for these types of facilities after the earthquake when many families were displaced and adolescent women struggled with privacy at water points, however there is a less convincing case that this is an ongoing need at this point.

CWS Cooking Demonstrations for Pregnant & Lactating Women – the cooking demonstrations were much appreciated, however women reported that it was a long walk to reach the demonstrations, which is acceptable for adults, but not for PLWs. It would be better to explore the possibility of visiting more wards or teaching Community Mobilisers who in turn could then conduct demonstrations with smaller groups.

CWS Household level financial training – the overall approach is conceptually strong, however only women are trained and they do not typically control the household finances, so the effectiveness of this intervention is likely to be limited, unless men can be involved in some way in future trainings.

MRC-N bio-fertiliser – a number of farmers groups in Dadhighat, Tistung and Agra had tried the organic fertiliser, but the insects returned after a few weeks and they reverted to using commercial fertiliser. Further training and reinforcement is required to embed behaviour change.

MRC-N Alternative Vocational trainings - the other vocational training offered was a non-certified electrical training, which was reported to be very basic and did not include solar systems which is the predominant source of electricity for most communities. The trainees involved reported that it will be a couple of years before electricity comes to their village by which time they may not remember the skills they were taught.

Recommendation 3 - vocational training should continue and be reinforced, being careful to select the right participants and the right vocations, bearing in mind the particular needs and opportunities in each community.

iii) **Beneficiary feedback mechanisms**

Tearfund have invested significant effort in building the capacity of Partners in the area of beneficiary accountability, both formal mechanisms such as suggestion boxes (see photo below of a suggestion box in Tistung VDC office), hotlines and issues logs as well as more informal methods such as community meetings and encouraging Partner staff to publicise their phone numbers to the community.

RADO mentioned that they have “learnt a lot from Tearfund about beneficiary accountability”. They have developed a complaints handling policy, there is a suggestions box installed at VDC level and a ‘hotline’ number is included on noticeboards and communicated in Community Meetings.

CWS use the Community Protection Mobilisers regular meetings with the community and the Programme Implementation Committee to gather feedback, as well as including the Programme Coordinators phone number on noticeboards. An ‘advice register’ in the Information Resource Centre in Dadabas was another means to gather feedback.

CEEDF have recently installed a suggestion box at VDC level. The phone number of the Programme Coordinator is given to the community and is displayed on noticeboards. The M&E Officer reflected that she thought the best way of giving feedback was in a dialogue with the community.

“Now we are much more transparent with the community” Bimal Ojha, Programme Coordinator, CEEDF



MRC-N also use the Community Mobilisers monthly meetings with Farmers Groups to gather feedback, as well as giving out the supervisors phone number to the community. A positive example was given of a delayed distribution of saplings in Taruka, the community called the supervisor and it was explained that there had been a problem with the transport and three days later the saplings arrived. Public audit meetings are being planned with the community to encourage transparency.

Tearfund noticeboards were seen in a number of locations, which is a positive initiative and they included useful information about the programme, budgets, beneficiary lists etc, but some noticeboards were sited in places where it was awkward to easily read the content (PHOTO right shows such a location in Agra Chispani where the noticeboard is high up on the wall and not straightforward to be able to easily read) and a number of people mentioned that detailed information may be a challenge for illiterate people to read.



Feedback is summarised in an ‘Issues Log’ by each of the Partners and there is a good level of confidence that Partners are capturing critical issues with this approach. Tearfund demonstrated good learning in July 2016, when they noted that the suggestion boxes were not generating much feedback, so they erected banners in the wards to publicise the feedback mechanisms.

The issues log data is categorised for reports and relevant issues are followed up with Partners.

iv) Quality Standards awareness

Tearfund have made a significant effort to promote and build capacity with Partner staff on Tearfund’s quality standards. A range of staff (from Programme Coordinators to Community Mobilisers) had good recall of the various trainings.

5.3 EFFICIENCY - 3

Efficiency questions considered how the various components and support mechanisms of the intervention worked and complemented each other, whether the programme outputs were on track and on-budget, how they can be more cost effective and whether the assistance was of good technical quality and timely. (Tearfund Quality Standard of Technical Quality, CHS Commitment 2 & 9)

Programme outputs are largely on track at the 12 month point. The only activities that are significantly delayed are:

- Planting of 1500 trees – has been shifted from RADO to CEEDF, however the planting season is normally around the monsoon time, which has been missed for 2016, therefore it will not be possible to plant until next June 2017.
- Distribution of chickens to PLW's – there have been delays in implementing this activity and in the meantime another NGO has distributed five chickens to all PLWs in Tistung Ward 4 and possibly other locations too.
- Support to 4 Savings & Credit Cooperatives has not yet started.

Expenditure has increased significantly since the 6 month point, when owing to delays in implementation the spend was only around 22% of the budget, whereas at the 12 month point it is approx. 50%.

Shelter spend was slow initially but is accelerating and the shelter budget line is on track to be fully spent by the end of the 2a programme. Nutrition and Education spend is significantly underspent.

Staffing

Tearfund have a strong staff presence in Makwanpur District, as well as Kathmandu staff visiting regularly. Initially there was an Area Coordinator in Palung to oversee the first part of the Phase 1 programme. Subsequently it was recognised that an Area Coordinator was required for Phase 2 and the postholder started in Apr 2016. With a programme of this size and complexity with multiple Partners involved, it is important to have a Tearfund Manager on the ground to monitor and drive performance.

Cost effectiveness

The cost effectiveness of some of the Gravity Fed Systems was questionable, for example the Jagdada system was a major engineering feat, crossing a valley with 3.7km of pipework and only benefiting 34 households. Having said that, fresh water supply undoubtedly has huge impact on individual households.

The nature of the programme is that communities were receiving multiple inputs to build their resilience, however the evaluation team met a number of individuals who were benefiting from a wide range of activities such as; vocational training, ownership of a buck, farmers group training, livelihoods inputs, WDMC training etc. It may have been possible to spread out the benefits across an even larger group.

Technical quality

There were a number of technical issues with WASH hardware discovered during the course of the evaluation.

- GFS – the lids of pressure regulator tanks did not fit correctly, allowing for contamination risk.
- GFS – the Chisapani source had no slab on top, allowing for contamination risk.
- GFS tapstands were not suitable for children, however it is understood that the standard Plan International tap stand design included 2 taps, one for adults and the other for children.
- Handwashing station at Bageshwori Secondary School had a broken tap
- GFBS tap in Jagdada was broken.

The RADO quality control and technical support did not appear to be adequate in these cases.

Recommendation 4 - RADO should reinforce their quality control systems and processes.

5.4 IMPACT - 3

Impact questions considered what real difference was made to the beneficiaries and the wider community as a result of the activities, how the programme is contributing to increased capacity to respond to and to withstand future shocks of this magnitude and any unintended consequences resulting from programme implementation. (Tearfund Quality Standard on Disaster Risk and Conflict)

It is still early in the programme to be considering the genuine impact of the interventions, especially given the delays at the outset and bearing in mind the comment from the DADO Senior Agriculture Development Officer that "sustained impact of a livelihoods programme takes 5-10 years". The summative evaluation at the end of the programme should offer an opportunity to gauge impact and sustainability and in the meantime some general reflections can be made.

i) Most impact

New homes will make a huge difference to individual households for many years to come and given the seismic resilient building techniques, should offer a degree of protection to households from future earthquakes.



Tara Kami's home was completely destroyed by the earthquake 18 months ago. He has been living in the remnants of his original home (photo above right) with his wife and 4 children. He recently received the second instalment towards the construction of his new home and just needs to put the roof on to complete his house (photo above left). He has already spent around 300,000 NPR on the simple two room house which includes a latrine and has used some of his savings and earnings as a metalworker to supplement the 250,000 NPR provided by Tearfund. His wife is part of the MRC-N livelihoods programme and has received seeds and a polytunnel.

The NFI's provided last winter to all households in Tistung and Agra were much appreciated. The evaluation team randomly selected numerous households to verify if NFI's were still being used and the blankets in particular were quickly found. Shreemaya Tumang from Agra Ward 6 said "the blankets protected us from the cold." Of less use were the hot water bottles, possibly because they only benefit one individual rather than all the family and also because families usually sit collectively around the fire rather than using hot water bottles.

The CWS Cooking Demonstrations taught women to make a nutritious porridge with vegetables, cereals, lentils, egg and ghee, when previously they only used rice. Some women have started making the new porridge for their children once or twice a day and the children were reported to 'love this new kind of porridge'. This improved diet could have a significant impact on the health and well-being of children.

ii) Measuring impact

The programme includes many one-off training events and sensitisation meetings. It is unclear how Tearfund & Partners are assessing the impact of these trainings beyond some pre and post training testing. CEEDF First Aid training included a test of participants immediately before and after the training was delivered, however the results were retained by the Red Cross trainer and not shared with CEEDF.

All trained masons received a pre and post questionnaire which is a good initiative, although the more useful impact data is likely to be generated by surveying trainees several months after the training is delivered.

Recommendation 5 - KAP Surveys should be routinely conducted for all training events and ideally several months after the training, in order to capture evidence of the impact of trainings.

iii) Unintended consequences

There was some debate about whether shelter beneficiaries would miss out on government provision of soft loans if they accepted support from NGO's, however at this stage this is just speculation and rumour.

5.5 SUSTAINABILITY & CONNECTEDNESS - 3

Sustainability questions considered whether an exit strategy exists, to what degree the programme's benefits will persist following the end of the DEC funding, to what extent there is a real sense of ownership amongst the community, whether the response reduced future vulnerabilities and helped build resilience to future shocks amongst the target group and the wider community, to what degree Tearfund made use of advocacy opportunities and whether donor and national policy has been influenced by this intervention. (Tearfund Quality Standards on Sustainability and Environment & CHS Commitment 3).

i) Follow up on trainings

Much of the programme involves trainings of one kind or another. There seemed to be a mixed experience with follow up and reinforcement of training from Community Mobilisers which depended largely on the presence and competence of individual Community Mobilisers.

It was noted that the RADO community mobilisers were insufficient in number in that there were only two and they were based in Palung whereas other Partners Community Mobilisers lived in the communities where they worked.

PHOTO right is the MRC-N Community Mobiliser for Agra Ward 3, Sarada Syangtan, who lives in the Ward.



Recommendation 6 – Community Mobilisers should be based within the communities they are serving in order to be most useful.

ii) Ownership

Most of the programme interventions have built on and reinforced existing structures at community level which is positive and ensures a greater likelihood of buy-in and sustainability e.g. Water User Groups, Farmers Groups, Children’s Clubs, IRC, WDMC, LDMC.

iii) Phase 2b – optimum activities & focus

In order to optimise the sustainability and impact of the programme, there should be an even greater focus on longer term development approaches in the final phase.

Protection activities will require reinforcement and follow up by Community Protection Mobilisers. The ongoing advocacy work to encourage VDCs to support the budget for Information Resource Centres is crucial for their sustainability. There is an opportunity for IRC’s to be even more strategic but this will require greater investment from CWS.

The women’s cooperative in Dadabas is currently loaning a room for use as the IRC (PHOTO right) but this is unlikely to continue long term - therefore CWS will need to proactively bring together those organisations interested in sustaining the IRC, particularly the VDC and the Happy Boys Club.



The School Children’s Clubs are likely to continue with the support of the trained focal teachers.

Agricultural livelihoods – MRC-N has taken the community through one production cycle, however it probably needs another cycle to have a good chance of meaningful impact. MRC-N are seeking to register Farmer and Livestock Groups with the government, which is an important means to link them into a longer term support structure.

DRR – CEEDF will need to continue to encourage the VDC and WDMC’s to take responsibility for DRR and mitigation projects. There is important ongoing advocacy work with the LDMC to encourage them to allocate a part of their budget to WDMC’s.

Shelter – whilst RADO are making reasonable progress in the Cash for Shelter programme, most of the third instalments will not be paid out to beneficiaries until Phase 2b.

WASH – apart from remedial repairs, the WASH activities are largely complete, apart from latrine construction which is planned to be complete by the end of the programme.

Recommendation 7 – the focus of Phase 2b should be on the most affected and difficult to access wards, such as Agra Ward 7 and Tistung Ward 9.

iv) **Exit Strategy**

Planning is underway with Partners to develop exit plans and a number of handover and exit options are being explored through the community, local authorities, Partners and other NGO's. There is a need for Tearfund to clarify expectations and accelerate planning since the end of Phase 2a is only 6 months away and there was uncertainty amongst Partners about whether this was the end of the programme or whether it would be extended to Apr 2018.

Recommendation 8 – Tearfund should structure expectations with Partners about the end date of the programme as soon as practical in order that Partners can plan accordingly.

The Response Manager has helpfully sought to link Partners with alternative donors; UNDP, UNICEF, DFID etc.

VDC & DDC planning processes are underway and Partners recognise the need to link communities and local staff with these important processes.

5.6 COORDINATION - 4

Coordination questions considered the extent that the response was coordinated with the efforts of the government and other NGOs and whether activities were in line with national guidelines and existing practice in other Districts. (CHS Commitment 6)

Tearfund relationship with Government

Tearfund's existing registration with the Social Welfare Council prior to the earthquake in 2015 certainly meant they had a head start on a number of other agencies who were coming fresh into Nepal. Tearfund's good relationships with government line ministries meant their Project Agreements were expedited.

Partners were reported to coordinate effectively with District officials and line agencies. DADO reported that the MRC-N livelihoods programme was a good fit with the District agriculture priorities. PHOTO right is the District Senior Agriculture Officer, Nirmal Gadai.



Partners coordinating with other NGO's

Particularly in Tistung there were numerous other NGO's operating and it will be important to coordinate carefully to avoid duplication. e.g. PLWs in some Wards have already been provided with chickens, psychosocial support is available from a number of other agencies.

5.7 COHERENCE - 4

Coherence questions considered how Tearfund and Partners linked together coherently and/or complemented each other, what internal coordination issues were faced and how they were addressed. (Tearfund Quality Standard on Values & CHS Commitment 8)

i) **Coordination between Partners**

Partner programmes were comprehensive and overlapping which was both a strength, in terms of addressing a range of needs in the community, but also led to some frustrations amongst community members especially when multiple trainings were scheduled on the same day.

Initially Partners were reported to be working in isolation, however once the Area Coordinator was in post from April 2016 he worked hard to bring Partners together to find ways to collaborate and cooperate. This was also appreciated by the Partners themselves.

Partners are already seeking to collaborate on areas of overlap such as:

- World Environment Day - CEEDF & RADO working together.
- Child Clubs – it has been agreed that CWS is the lead agency in forming/re-forming clubs, with CEEDF making use of the clubs for DRR messaging.

A number of areas were mentioned by Partners where there could have been more collaboration;

- Irrigation management, which covers DRR, Livelihoods & WASH.
- Handwashing, which covers DRR, Hygiene, WASH and Schools.

Tearfund sought to bring together Partners for planning purposes and more could have been done earlier in the programme to coordinate areas of overlap and to explore ways to better collaborate.

ii) **Coordination between Partners and Tearfund**

Partners appreciated Tearfund's presence, regular visits and good advice. Tearfund were regarded as genuinely supportive, offering many trainings and timely advice and input, as well as being highly professional.

Suggested areas for improvement included:

- Partners were all keen to work to a longer time frame and unsurprisingly pleaded for another cycle of funding support from Tearfund.
- The attitude of Tearfund towards Partners was characterised as more of a sub-contractual relationship of a boss and a subordinate, with a concern that sometimes Tearfund was imposing their ideas and not fully respecting Partners' experience. As part of this concern some Partners were keen to have support from Tearfund to develop their internal systems rather than just provision of project based funding.
- Tearfund reporting systems were regarded as onerous, particularly with multiple requests for data coming from different people such as the Area Coordinator, Advisors, MEAL Officer etc. Tearfund have recently sought to simplify their reporting requirements.
- Partners felt that there was a frequent change of Tearfund staff who each had different preferences and requirements.
- Partners were concerned about Tearfund frequently changing schedules for field visits and gave the example of the evaluation schedule which changed multiple times.

The Response Manager holds the contractual relationship with Partners and the Area Coordinator the day-to-day relationship on the ground, with Advisors also involved, however this needs more clarity, since Partners themselves did not have a consistent understanding e.g. Partner Programme Coordinators thought the Tearfund Advisors were the key relationship holders.

Recommendation 9 – the primary relationship holder between Tearfund and the Partner should be made clear to Partners.

iii) **Monitoring mechanisms**

Systematic monitoring of Partners as well as spot checks of performance are important. This may be happening on an ad-hoc basis but at the 12 month point there was only a draft monitoring framework in place. One of the reasons for the delay in developing a monitoring framework was reported to be a gap in the MEAL Officer role earlier in the year.

Recommendation 10 – the monitoring framework should be agreed at the outset of a new programme and rolled out across all Managers and Partners.

The monitoring framework will need to clarify who is ultimately responsible for the different aspects of monitoring between; MEAL Officer, Advisors, Area Coordinator and Response Manager.

6 KEY INSIGHTS & LESSONS

Lesson learning questions considered how lessons from Phase 1 and other responses were incorporated into Phase 11 of the Programme and how Tearfund applied learnings from the DEC Nepal Response Review and the Tearfund Real Time Review. (CHS Commitment 7: Communities and people affected by crisis can expect delivery of improved assistance as organisations learn from experience and reflection.)

6.1 **Learning incorporated from previous programmes**

Much of the learning captured during the Learning Reviews (summarised in Apr 2016) relates to the Emergency Response phase and is less pertinent for the recovery phase. Nevertheless a couple of learnings are relevant as follows:

Cash based programming

Learning from previous Tearfund Disaster Response programmes and other emergencies, as well as the relatively well developed markets in Nepal created favourable conditions for cash based programming.

Initially the PLW nutrition support had a cash element but was dropped due to concerns about husbands of PLWs misappropriating the cash – having said that, recent research shows this is unlikely⁷. The livelihoods programme intended to distribute cash for seeds, however the cash component was replaced by commodities as the programme evolved.

The major spend in the programme is on the Cash for Shelter programme, which follows a standardised model stipulated by the Government of Nepal.

Corporate Shelter specialist

Tearfund have previously considered the need for a shelter specialist, given that shelter is a key issue in most emergency situations, however to date there is no corporate Shelter Specialist in place.

The DEC Nepal Earthquake Appeal Response Review drew attention to the need to ensure government and communities are left stronger than before which has been clearly incorporated into the Tearfund Nepal Recovery Programme, as well as highlighting the importance of investing in reconstruction by training up local masons which again is evident in the Tearfund programme.

6.2 Learning incorporated from Phase 1

Tearfund Real Time Review

Tearfund conducted a Real Time Review 5 months after the earthquake in Sep 2015. The Recovery Programme seems to have taken account of a number of the recommendations, particularly around improving beneficiary feedback mechanisms and giving further emphasis to protection activities in Phase 2. Having said that, the mid-term evaluation has found similar concerns around RADO and CWS targeting and selection and the need to accelerate exit planning.

DEC Response Review Recommendations

Tearfund have sought to respond to the DEC Response Review Recommendations in a variety of ways:

Tearfund developed strategies to listen to and respond to needs prioritised by affected communities. A range of DRR activities are at the heart of the recovery programme to prepare communities for the next disaster. Advocacy efforts are ongoing to encourage local level government funding for preparedness. The approach to building houses is based on traditional practices and adhering to seismic standards. Safer rebuilding is being promoted through training of masons in the community as well as alternative livelihoods. Tearfund are connected into a number of networks such as AIN and the clusters and contribute a collective voice to government. Tearfund have developed the capacity of their Resource Partners. A range of feedback mechanisms have been put in place by Tearfund and Partners.

6.3 Tearfund Outcomes

The evaluation sought to identify the contribution made by the programme towards the four Tearfund corporate outcomes against the following scale:

| N/A | 0 | 1 | 2 | 3 |
|--|--|--|--|---|
| Intervention was not intended to contribute to the outcome | Intervention has made no contribution to the outcome | Intervention has made little contribution to the outcome | Intervention has made some contribution to the outcome | Intervention has made a significant contribution to the outcome |

Church Envisioned - N/A. Not relevant for this programme and Partners.

Communities Developed – 2. An important element of the programme was to build the resilience of earthquake affected communities. Even though the timeframe of 18 months is short for meaningful

⁷ <http://qz.com/853651/definitive-data-on-what-poor-people-buy-when-theyre-just-given-cash/>

community development and behaviour change, the programme is making good progress towards strengthening livelihoods, protection, preparedness, WASH and child friendly schools.

Policies Changed – 2. Advocacy efforts have been pursued at a number of levels, from national Building Codes and practices to mainstreaming DRR at national level with DUDBC and NRA, as well as at VDC and Ward level.

Disasters Responded To – 3. The programme has offered a comprehensive response to the recovery needs of earthquake affected communities in Makwanpur District and will enable 588 households to have a strong and resilient new home.

-END-

Annex 1

Terms of Reference for a Consultancy Assignment



Approval No:

Confidential: Yes/No

This document forms Schedule 1 of the Consultant's Agreement.

| |
|--|
| Assignment Title: External evaluation of Tearfund's DEC funded Nepal earthquake response (Phase 2) |
| Consultant's Name: Robert Schofield |
| Location of Assignment: Makwanpur, Nepal |
| Partner's Name: RADO, CEEDF, CWS, MRCN |
| Country Director's Name: Douwe Dijkstra |
| Does this assignment require the consultant to have either one-to-one contact, regular or frequent contact with children or young people under the age of 18? No |

Please note: A DBS/police check is required when a consultant has either one-to-one contact, regular or frequent contact with children and/or young people in the course of their assignment.

BUDGET

| | |
|-----------------------|-----------------|
| Ledger Code: DRCI 115 | Fund Code: 1563 |
|-----------------------|-----------------|

| Description | £ GBP |
|---|-------------------|
| Flights | £858.05 |
| Consultancy fees (20 days total- £450 for evaluation days, £250 for international travel days) VAT exempt | £8,600 |
| Travel (airfare) | £600 |
| Accommodation and meals (approx 11 days @ £30 per day) | £330 |
| Equipment | |
| Miscellaneous | |
| Total | £10,388.05 |

Notes:

- Ensure to engage with the relevant Technical Advisor as appropriate.
- If the consultant charges VAT, ensure that this is included for all costs claimed by the consultant.
- Any individual consultancy agreement fees worth over £10,000 in total that is commissioned by anybody within the International Group must be signed by the International Director or International Operations Director.

1. BACKGROUND

Tearfund has been supporting partners in Nepal since 1970. These partners were involved in various activities including: Church and community mobilisation, DRR training, agriculture, livelihoods, climate change adaptation, self help groups, WASH, child protection and anti trafficking awareness.

In 2012 Tearfund established a country office in Nepal to coordinate these activities and build the capacity of partners.

Following a massive earthquake on the 25th April, measuring 7.8 on the richter scale, 30 out of 75 districts in the country were affected in the Western and Central Regions, including both rural populations and some very densely populated districts including Nepal's two largest cities – Kathmandu and Pokhara. 8,857 people

were killed, and at least a further 21,000 injured (Reliefweb). Almost 480,000 homes were totally damaged and a further 260,000 partially damaged. A second earthquake on 12th May 2015, measuring 7.3, triggered landslides and caused further damage in already devastated areas. Reports suggest that most of the 260,000 partially damaged houses became totally damaged after the second earthquake.

Tearfund launched a public appeal on the 27th April and the DEC launched an appeal on the 28th April. Decisions were quickly taken to increase our staffing and capacity in country, to respond to the emergency. Initial interventions focused on food, NFI's, shelter, WASH, medical supplies, temporary learning centres for children and protection training. DEC Phase 1 spanned April-October 2015. Tearfund's partners funded by DEC in Phase 1 were: Rural Awareness and Development Organisation (RADO), Child Welfare Society (CWS), United Mission Nepal (UMN), International Nepal Fellowship (INF), Children at Risk Network (CarNet), Share and Care (SCN), International Health Partners (IHP) and Rescue Network Nepal (RNN).

After the initial emergency aid operation, Tearfund staff and partners are now focussing on longer term recovery work, such as house building, livelihood regeneration, child protection and restoring of water supplies and sanitation. Tearfund supports partners with financial assistance as well as technical knowledge and organisational and capacity development.

Tearfund's main focus in DEC Phase 2 is in Makawanpur district where we are working semi operationally with four national NGOs; Community Energy and Ecology Development Forum (CEEDF), CWS, Multi Dimensional Resource Centre Nepal (MRC-N) and RADO. These partner interventions focus on WASH, shelter, livelihoods, protection, DRR and resilience building. Tearfund is also funding three partners (Carnet, Share and Care and UMN) through Tearfund Appeal funds, who are implementing earthquake response projects in other areas of the country. Although different sectors and partners are involved, the overall programme provides an integrated holistic response to meet the needs of earthquake affected communities. This integration is enabled through the support of technical teams (on Resilience, Shelter, Child Protection, WASH), who are mostly based in country office and have a view of the whole programme.

DEC Phase 2 is split into two parts. 2a which runs from November 2015 - April 2017 and 2b which runs from May 2017 to April 2018. The focus of this evaluation is on Tearfund's DEC funded Phase 2 work in Makawanpur district, implemented from November 2015 - to date.

Detailed project documents will be provided to the selected evaluator including the DEC Phase 1 Final Report, DEC Phase 2 Plan, DEC Phase 2a Report 1, Nepal Country Strategy, Tearfund's Nepal Real Time Review, DEC Nepal Response Review.

Tearfund has been selected as one of four DEC Member Agencies to commission and publish an independent evaluation of the DEC funded Phase 2 response to the Nepal earthquake. The evaluation is a means of accountability to the British Public who generously gave through the DEC Appeal, and aims to examine the impact, relevance and cost effectiveness of Tearfund's Phase 2 response.

The evaluation report will be written primarily for an external audience (those who contributed to the DEC appeal) but will also be a learning document for Tearfund, Partners and other DEC members and humanitarian actors.

2. PURPOSE

a) Evaluation Goal & Objectives

The aim of this assignment is to conduct an evaluation of Tearfund's Phase 2 DEC response in Nepal. The goal of the evaluation is to:

Assess the contribution that Tearfund and partners' Phase 2 projects have made in promoting recovery and building resilience, and what can be added or strengthened to ensure that impact is sustainable and replicable.

The key objectives are:

1. Determine how successful beneficiaries perceive the project to be, so far, in terms of promoting recovery and increasing resilience.
2. Determine what change has taken place in project areas, the contribution that Tearfund partners have made to that change and how they will ensure this is both replicable and sustainable (to include

- suggested ways to improve sustainability towards the end of the project and ideas for a successful exit).
3. Determine the extent to which lessons learnt from previous responses have been incorporated into the programme and what elements could be added or further strengthened.
 4. Determine what steps Tearfund and partners are taking on local level advocacy, to maximise opportunities in the recovery window, to ensure disaster preparedness and response mechanisms are well defined, resourced and implemented.

b) Tearfund Outcomes

In addition the evaluation will identify the contribution made by the intervention towards the 4 Tearfund corporate outcomes:

- Church Envisioned
- Communities Developed
- Policies Changed
- Disasters Responded To

c) OECD-DAC and Core Humanitarian Standard

The evaluation will use the OECD-DAC criteria as a framework and will consider Tearfund's Quality Standards (QS) and Core Humanitarian Standards within this framework. The selected consultant will agree with the Country Director which specific DAC criteria to focus on for this evaluation and incorporate the related CHS and QS within the chosen criteria.

- **Relevance:** The extent to which the activities of Tearfund's response are suited to the priority needs of Nepal earthquake affected communities.

When looking at relevance please consider: Tearfund QS's of Accountability, Impartiality and Targeting, Children and Gender **AND** CHS 1: *Communities and people affected by crisis receive assistance appropriate and relevant to their needs.*

- **Effectiveness:** The extent to which Tearfund's activities are delivering its objectives and outcomes, respecting the Code of Conduct and Sphere standards. This also includes the level of involvement of and accountability to beneficiaries and the extent that past lessons, DEC or Member RTE recommendations are being fulfilled.

When looking at effectiveness please consider CHS 4: *Communities and people affected by crisis know their rights and entitlements, have access to information and participate in decisions that affect them* **AND** CHS 7: *Communities and people affected by crisis can expect delivery of improved assistance as organisations learn from experience and reflection.*

- **Efficiency:** The extent to which Tearfund's response is cost effective, delivering good value for money. Efficiency measures the outputs -- qualitative and quantitative -- in relation to the inputs. It is an economic term which signifies that the aid uses the least costly resources possible in order to achieve the desired results. This generally requires comparing alternative approaches to achieving the same outputs, to see whether the most efficient process has been adopted.

When looking at efficiency please consider: Tearfund QS of Technical Quality **AND** CHS 2: *Communities and people affected by crisis have access to the humanitarian assistance they need at the right time* **AND** CHS 9: *Communities and people affected by crisis can expect that the organisations assisting them are managing resources effectively, efficiently and ethically.*

- **Impact:** The positive changes that Tearfund's Nepal earthquake response has had to date, which can be replicated. The negative impacts that our response activities have had to date, which should be amended to ensure positive impact.

When looking at impact please consider: Tearfund's QS's of Disaster Risk and Conflict **AND** CHS 5: *Communities and people affected by crisis have access to safe and responsive mechanisms to handle complaints.*

- **Sustainability:** To what extent are Tearfund's Nepal earthquake response activities producing sustainable results both environmentally and financially. What activities are not demonstrating sustainability and how can they be adapted.

When looking at sustainability please consider: Tearfund's QS's of Sustainability and Environment **AND** CHS 3: *Communities and people affected by crisis are not negatively affected and are more prepared, resilient and less at-risk as a result of humanitarian action.*

- **Coordination:** To what extent has Tearfund co-ordinated with other local and national actors to ensure that positive impacts will continue after NGOs exit.

When looking at coordination please consider CHS 6: *Communities and people affected by crisis receive coordinated, complementary assistance.*

- **Coherence:** To what extent has there been consistency within and between Tearfund and partners with regard to messaging, values and advice.

When looking at coherence please consider: Tearfund's QS of Values **AND** CHS 8: *Communities and people affected by crisis receive the assistance they require from competent and well-managed staff and volunteers.*

3. METHODOLOGY

The selected Evaluation Team Leader is to develop a plan for the evaluation in discussion with the Nepal Country Director. As part of this, an evaluation team will be selected, to include a local Consultant and 2 partner staff.

Activities are expected to include:

- Desk review of key documents prior to departure
- In country key informant interviews eg with community leaders, government officials, households, other humanitarian actors
- Community Focus Group Discussions
- Tearfund and partner staff interviews.
- Direct observation/project visits in-country.
- Secondary data where available eg VDC/data records
- Interviews with relevant bodies based in Kathmandu, including National Reconstruction Authority (NRA), Department of Urban Development and Building Construction (DUDBC), maybe DfID as co funder of DEC, etc
- Discussion of initial findings with in-country Tearfund and partner staff team while still in Nepal
- Discussion of final report with Nepal team and UK staff after submission (phone or skype) to finalise any corrections and review findings.

The consultant's proposed approach can be found in the Inception Report [here](#). This will be finalised following discussion with the Nepal Country Director, as mentioned above.

4. CONSULTANT SUITABILITY

Requirements

The consultant should have proven experience of leading evaluations in a development and preferably relief context, as well as experience working with partners and communities. Ideally the consultant will be familiar with the Nepal context and with the way DEC works.

How the consultant fulfills the requirements

The consultant has over 20 years senior experience in the humanitarian sector, as a leader and manager both at field level and more recently at headquarters. He has direct experience of the Nepal Earthquake response, both on the operational side, as the interim Country Director for Medair, as well as on the Partner side, as the External Evaluator for the Integral Alliance Nepal Evaluation in May 2016.

The chosen consultant has a particular passion and interest in the quality and accountability of humanitarian action and was the Interim Executive Director of HAP International in 2012. He has strong facilitation, analytical and programming skills and has previous experience leading and coordinating major consultations, as well as undertaking programme evaluations, most recently in Sierra Leone for Concern Worldwide evaluating their DEC funded Ebola programme. As the Disaster Management Director for Tearfund until 2012, the consultant was responsible for all of Tearfund's humanitarian work (operational, partner led and policy) and is therefore

in a strong position to understand the complexity of Tearfund's operational and partner response to the earthquake in Nepal.

5. SCHEDULING

The field work for the evaluation is scheduled to take place in the second half of November 2016, with the first draft of the report due 5th December 2016. The in country element will involve interviews with Tearfund and partner staff, visits to project sites and a presentation of findings to the in country team.

The draft report will be circulated for comment in the second week of December and any comments returned to the consultant by 15th December 2016. The final report, with amendments, is due on 21st December 2016.

A rough itinerary is below but this will be finalised in consultation with the Consultant and the Country Director.

| Activity | Days |
|--|---|
| Preparation for trip | 1-2 (second half of Oct) |
| Travel to Nepal | 1 (20th November) |
| Interviews with Tearfund, partner staff and Kathmandu based bodies | 2-3 |
| Field work | 6 |
| Present on findings in country (Kathmandu office) | 1-2 |
| Travel from Nepal | 1 |
| Write up draft report | 3 (deadline for draft 5th Dec) |
| Incorporate comments into Final report | 1-2 (comments to Rob by 15th Dec. Deadline for Final Report 21st Dec) |
| Proposed no of days work | 20 maximum |

6. MANAGEMENT OF VISIT

The Nepal Country Director, Douwe Dijkstra, will oversee the Consultancy and is the point of contact in Nepal for all logistical support and issues.

7. EXPECTED OUTPUT

The expected outputs of this evaluation include:

- In Country Brief on Initial Findings (1/2 day)
- A report in Tearfund recommended reporting format (please refer to the *Consultants Briefing Pack*) with the following sections:
 - Executive Summary (no more than two A4 sides including results, 3-5 notable areas of impact and 10-15 recommendations)
 - Introduction / Background
 - Methodology
 - Context Analysis
 - For each OECD-DAC criteria a section in the form:
 - Findings

- Conclusions
- Assessment
- o 10 Specific Actionable and Prioritised Recommendations
- o Key Insights and Lessons
- o Annexes (indicative)
 - Draft Action Plan
 - Terms of Reference for the Evaluation
 - Profile of the Evaluation Team
 - Evaluation Schedule
 - Protocols for the Evaluation
 - Documents consulted during the Evaluation
 - Persons participating in the Evaluation
 - Field data used during the Evaluation, including baselines
 - Bibliography

- A self-evaluation of the evaluation using the BOND evidence principles as per the linked [google form](#)

8. REQUIRED INPUTS

The Nepal Country Director will provide guidance and direction in country. The Consultant and the evaluation team will be accompanied in the field by designated in country staff. The Tearfund Nepal Logistics Team will provide support to the itinerary.

9. EVALUATION OF CONSULTANCY

The Nepal in country team and UK staff working on the Nepal response, will review and comment on the draft report. Comments will be incorporated into the final report.

Tearfund UK will send the Consultant a [feedback form](#) at the end of the consultancy. If applicable, Tearfund Nepal will also send any partners a [feedback form](#) at the end of the training period.

Assessment criteria

The following criteria are used to assess the contribution that the intervention has made to the Tearfund Outcomes and the OECD-DAC criteria. The intervention is to be assessed against the Bond Evidence Principles (Voice and Inclusion, Appropriateness, Triangulation and Contribution and Transparency) online using this [google form](#).

- a) **Tearfund Outcomes:** Tearfund outcomes are to be assessed using the scale below:

| N/A | 0 | 1 | 2 | 3 |
|--|--|--|--|---|
| Intervention was not intended to contribute to the outcome | Intervention has made no contribution to the outcome | Intervention has made little contribution to the outcome | Intervention has made some contribution to the outcome | Intervention has made a significant contribution to the outcome |

- b) **OECD-DAC Criteria:** The intervention is to be assessed against the DAC criteria using the following scale:

| 0 | 1 | 2 | 3 | 4 |
|---|---|--|--|---|
| Low or no visible contribution to this criteria | Some evidence of contribution to this criteria but significant improvement required | Evidence of satisfactory contribution to this criteria but requirement for continued improvement | Evidence of good contribution to this criteria but with some areas for improvement remaining | Evidence that the contribution is strong and/or exceeding that which was expected of the intervention |

Utilisation of evaluation findings and recommendations

a) **Dissemination of Findings**

The lead evaluator is to submit the evaluation report to the Nepal country office and Tearfund UK. On approval Tearfund will pass the report onto the DEC and it will be published on the Tearfund and ALNAP websites. Tearfund UK will then ensure that findings and actionable recommendations are disseminated across the organisation as appropriate for action and learning purposes.

b) **Action Plan:** A draft action plan is to be developed as part of the evaluation report using the linked [template](#). This is also attached at Annex B.

Annex 2 - Inception Report, 18 Nov 2016

Tearfund Evaluation of DEC funded Nepal Earthquake response

1. INTRODUCTION

Following a massive earthquake on the 25th April 2015, measuring 7.8 on the Richter scale, 30 out of 75 districts in Nepal were affected in the Western and Central Regions. 8,857 people were killed, and at least a further 21,000 injured (Reliefweb). Almost 480,000 homes were totally damaged and a further 260,000 partially damaged. A second earthquake on 12th May 2015, measuring 7.3, triggered landslides and caused further damage in already devastated areas.

Tearfund launched a public appeal on the 27th April 2015 and the DEC launched an appeal on the 28th April 2015. Initial interventions focused on food, NFI's, shelter, WASH, medical supplies, temporary learning centres for children and protection training. After the initial emergency aid operation, Tearfund staff and partners are focussing on longer term recovery work, such as DRR, house building, livelihood regeneration, child protection and restoring of water supplies and sanitation.

Tearfund's main focus in DEC Phase 2 is in Makawanpur district, working semi operationally with four national NGOs; Community Energy and Ecology Development Forum (CEEDF), CWS, Multi-Dimensional Resource Centre Nepal (MRC-N) and RADO. These partner interventions focus on WASH, shelter, livelihoods, protection, DRR and resilience building.

DEC Phase 2 is split into two parts. 2a which runs from November 2015 - April 2017 and 2b which runs from May 2017 to April 2018.

The focus of this mid-term evaluation is on Tearfund's DEC funded Phase 2a work in Makawanpur district, implemented from November 2015 to date.

1.1 Purpose of the Evaluation

The overall purposes of an evaluation are usually 'accountability' (how well have resources been applied) and 'learning' (to facilitate improvement at programme and organisation level). The purpose of this evaluation is both.

The goal of the evaluation is to '*assess the contribution that Tearfund and partners' Phase 2 projects have made in promoting recovery and building resilience, and what can be added or strengthened to ensure that impact is sustainable and replicable*'.

The key objectives are:

- Determine how successful beneficiaries perceive the project to be, in terms of promoting recovery and increasing resilience.
- Determine what change has taken place in project areas, the contribution that Tearfund partners have made to that change and how they will ensure this is both replicable and sustainable.
- Determine the extent to which lessons learnt from previous responses have been incorporated into the programme and what elements could be added or further strengthened.
- Determine what steps Tearfund and partners are taking on local level advocacy, to maximise opportunities in the recovery window, to ensure disaster preparedness and response mechanisms are well defined, resourced and implemented.

The question plan in Annex 1 is based on the above objectives and purpose.

2. WORKPLAN

2.1 The Evaluation Team

The evaluation has been commissioned by Tearfund UK. Coordination for Tearfund is being undertaken by Miriam Sawyer in the UK. The Tearfund UK Lead Manager is Cressida Thompson. The Tearfund Nepal Lead Manager is Douwe Dijkstra, with day-to-day planning the responsibility of Rajan Ghimre.

Robert Schofield is the external Lead Consultant. Srijana Nepal (National Consultant) has been recruited by Tearfund to work alongside the Lead Consultant. In addition, Madhu Kumar Thapa, Team Leader, Learning, Policy and Strategy Team from Tearfund partner UMN has agreed to join the evaluation team.

The Consultant recommends that an Evaluation Task Force is established to coordinate and manage the evaluation process (including responsibility for signing off the Inception Report and the Final Report). The Task Force should comprise the Consultant plus the lead Managers from Tearfund UK and Tearfund Nepal.

2.2 Proposed Approach

There are four distinct phases in the proposed approach:

| PHASE RESULTS | ACTIVITIES | AGENCY RESPONSIBILITIES |
|---|---|---|
| <p>Phase 0: INCEPTION 1 day</p> <ul style="list-style-type: none"> ▶ Key evaluation criteria and question(s) specified/clarified ▶ Agreement on relevant stakeholders to be involved ▶ Agreement on utilization of evaluation results <p><i>All resulting in an approved Inception Report</i></p> | <ul style="list-style-type: none"> ▶ Review proposal ▶ Finalise evaluation methodology and workplan ▶ Identify key informants ▶ Identify key secondary data ▶ Lead Evaluator to begin liaison and coordination with National Consultant & Tearfund staff. | <ul style="list-style-type: none"> ▶ Tearfund to make introductions between the lead Consultant, National Consultant, UK staff and partner M&E staff ▶ Provide relevant information ▶ Feedback on draft Inception Report, finalise and sign off. |
| <p>Phase 1: PREPERATION 1 day</p> <ul style="list-style-type: none"> ▶ Evaluation toolbox prepared ▶ Field trip logistics prepared <p><i>All resulting in an approved and translated evaluation toolbox</i></p> | <ul style="list-style-type: none"> ▶ Review secondary data ▶ Review M&E results to date ▶ Identify field locations, in order to give sufficient time to inform and prepare communities ▶ Preparation of evaluation toolbox in English ▶ Preparation for field work including; travel planning | <ul style="list-style-type: none"> ▶ Send key documents to Consultant for analysis ▶ Sign off question plan and data collection tools. ▶ Translate evaluation toolbox into Nepali. ▶ Preparation for field work including; travel planning, security. |
| <p>Phase 2: EVALUATION</p> <ul style="list-style-type: none"> ▶ Evaluation conducted ▶ Preliminary evaluation findings ratified at field level <p><i>13 days including travel</i></p> | <ul style="list-style-type: none"> ▶ Desk Review of Secondary Data ▶ Key Informant Interviews with UK staff and other stakeholders ▶ Consultant travel from London to Kathmandu, Nepal. ▶ Meet with key managers and other identified stakeholders. ▶ Training and induction of evaluation staff ▶ Undertake field evaluation: Data collection using a variety of methods; Key Informant Interviews, FGDs, site visits. ▶ Interim Findings Workshop; in Kathmandu, with field staff and management and other key stakeholders on the final day, to ratify initial results | <ul style="list-style-type: none"> ▶ Logistics, admin and security management ▶ Pre-arrangements for all visits |
| <p>Phase 3: ANALYSIS 3 days</p> <ul style="list-style-type: none"> ▶ Evaluation report written | <ul style="list-style-type: none"> ▶ Synthesise interview data plus secondary data ▶ Draft Report, with 5 days to receive feedback and comments, to incorporate into the final version. | <ul style="list-style-type: none"> ▶ Consolidated feedback on draft report ▶ Agree evaluation report |
| <p>Phase 4: REPORTING 2 days</p> | <ul style="list-style-type: none"> ▶ Present evaluation report to Tearfund staff in London | |

| PHASE RESULTS | ACTIVITIES | AGENCY RESPONSIBILITIES |
|--|------------|--|
| ► Evaluation results communicated to relevant stakeholders | | ► Disseminate evaluation report to identified stakeholders |

3. METHODOLOGY

3.1 Stakeholders

It is important at the outset to be clear who the key stakeholders are. From the information available, the key stakeholders for this evaluation:

- *Primary Stakeholders, those with a direct interest* are; direct beneficiaries, donors (Tearfund supporters and the DEC), Tearfund staff in Nepal and London, Tearfund Partners.
- *Stakeholders with an indirect interest* (consulted by and influenced by the evaluation) are; affected communities, community leaders.
- *Stakeholders with an indirect interest* (consulted by the evaluation) are; relevant government officials.

The Consultant will seek to involve primary stakeholders in; the evaluation design, as key informants and in the dissemination of findings.

3.2 Utilisation of the evaluation results

The Evaluation report will be sent to the DEC, as well as all relevant Tearfund staff, so that lessons learned can be considered for future projects.

Once approved by the DEC the report will be published on the Tearfund and ALNAP websites.

It is recommended that Tearfund use a Management Response Matrix to track progress with responding to the recommendations from the evaluation.

3.3 Evaluation Criteria

The standard OECD/DAC Evaluation Criteria will be used for the evaluation, as well as the Tearfund Corporate Outcomes, Tearfund Quality Standards and the Core Humanitarian Standard.

The key lines of enquiry are outlined in the Interview Guide and Question Plan, Annex 1. This is an initial starting point for Key Informant Interviews and Focus Group Discussions and will be further developed as necessary into tailored questionnaires for staff, affected communities and local officials.

The evaluation will follow DEC guidelines (DEC Evaluation & Collective Initiatives Policy).

3.4 Qualitative methods

A range of qualitative methods will be used to engage with beneficiaries, local communities, Tearfund and partner staff and other stakeholders such as other agencies and government officials.

- Semi-structured interviews with Key Informants.
- Focus Group Discussions (FGD) with Key Informants.
- Community Meetings.
- Observation during site visits.
- Secondary Data review.

Random sampling will be considered to identify suitable people for beneficiary interviews and FGD's. Once specific communities and geographical areas are identified for the evaluation, Tearfund will provide staff lists, beneficiary lists and records of people using services in order to be able to select suitable beneficiaries for the evaluation. It will be important to ensure there is a representative sample of respondents.

Snowball sampling will be considered, (one informant provides details of other informants) to help with the selection of indirect Stakeholders for semi-structured interviews such as local staff, local community members and government officials.

Special attention will be paid to ensuring a high level of meaningful participation from beneficiary populations and affected communities using a variety of participatory rapid rural appraisal techniques.

An Appreciative Enquiry approach will review what worked well and what could have been improved in the programme.

3.5 Key Informants

A comprehensive list of key informants will be used as the basis to prioritise who to interview. The initial key informant list is as follows:

Tearfund UK

Vicky Stocks, Programme Officer
Cressida Thompson, Deputy Geographical Head for Asia

Tearfund Nepal

Douwe Dijkstra, Nepal Country Director
Rajan Ghimirie, Nepal Response Manager
Binod Ghimire, Resilience Advisor
Christina Nisha, Global Protection Advisor
Sushil Poudel, Program Manager - Technical/Infrastructure
Area Coordinator and relevant Project Officers

Partner staff

Rural Awareness & Development Organisation (RADO)
Child Welfare Society (CWS)
Community Energy and Ecology Development Forum (CEEDF)
Multi-Dimensional Resource Centre Nepal (MRC-N)

Affected people (Tearfund to suggest an initial schedule for interviews. A representative range of beneficiaries should be included for 1:1 discussion as well as FGD's with larger groups).

Local officials

In Hetauda:

District Development Committee (DDC) - Planning Officer
Department of Urban Development and Building Construction (DUDBC) - Head
District Women and Children Development Office (DWEDO) - Head, DADO
DAO

In Kathmandu:

Department of Urban Development and Building Construction (DUDBC)/Ministry of Urban Development (MoUD)
National Reconstruction Authority (NRA)

Other NGO's

Plan Nepal

Donors

DEC, Monica Blagescu, Director of Programmes

3.6 Key Secondary Data

The project proposal, including logframe and budget, plus relevant monitoring information, such as quarterly reports and previous evaluation reports will form the bulk of the secondary data and will include:

- Baseline survey/needs assessment data

- DEC Nepal Response Review, Sep 2015
- DEC Phase 1 Final Report - Form 10_Tearfund Report 2
- DEC Phase 2a 6 month Report
- DEC Phase 2a Output Table 8, 21 06 2016
- DEC Phase 2a 6 month report Finance Form 9_Tearfund_Resubmitted 21 06 2016
- DEC Phase 2a Narrative Plan Form 7
- DEC Phase 2a Finance Forms 9, 15 Oct 2015
- DEC Phase 2a 12 month report – to be provided once complete

- Tearfund Interim Country Strategy, Apr 2015
- Tearfund Nepal Country Strategy, Apr 2016.
- Tearfund Nepal Real Time Review
- Tearfund Learning Summary and Action Plan from the Nepal earthquake, April 2016
- Integral Alliance Nepal Evaluation, June 2016

4. OUTLINE FIELD VISIT SCHEDULE

| Date | Activities |
|------------|--|
| Sun 20 Nov | Depart London to Kathmandu, Emirates EK8 |
| Mon 21 Nov | -06.30 Rob Schofield arrives Kathmandu -Meeting with Tearfund Nepal team (RM) -Meeting with Nepali Evaluation Team (Srijana Nepal and Madhu Kumar Thapa) -Review Field Visit Schedule (RM/MEAL Officer) -Meeting with Tearfund Technical Team (Infrastructure (WASH and Shelter), Resilience (DRR and Livelihood), Protection) |
| Tue 22 Nov | Travel to Hetauda (3-4 hours) -District Development Committee - Planning Officer -DDBC - Head -DWEDO - Head, DADO -District Agriculture Office |
| Wed 23 Nov | -Meet separately with each of the Partners (CEEDF, CWS, RADO, MRC) + a final session with all Partners -Travel to Palung in the afternoon (2-3 hours) and stay at Daman |
| Thu 24 Nov | Field Visit |
| Fri 25 Nov | Field Visit |
| Sat 26 Nov | Rest & writing up notes |
| Sun 27 Nov | Field Visit |
| Mon 28 Nov | Field Visit |
| Tue 29 Nov | Field Visit |
| Wed 30 Nov | -Debrief Palung team -Travel back to Kathmandu (2-4 hours) |
| Thu 1 Dec | -Meet with DUDBC, NRA, Ministry of Urban Development -Interim Findings Workshop |
| Fri 2 Dec | Rob Schofield returns to London, EK 5 depart 08.15 |

5. RISKS & ASSUMPTIONS

Based on the Terms of Reference, the following assumptions underpin the proposed approach:

- A National Consultant will be identified by Tearfund UK to support the evaluation, as well as Partner M&E staff.
- A senior Tearfund staff member in Nepal will take responsibility for the evaluators safety and security during the field visit. In addition they will support the planning of the field work, access to field sites, staff, partner and beneficiary communities, as well as all the necessary and relevant documentation.
- Staff will be made available to accompany the Consultants on the field visit, provide introductions to partners, the community and translation.
- Access will be provided to the consultancy team of any relevant secondary data, such as previous surveys, mid-term evaluations, Real Time Evaluations, Programme Reviews etc. These documents will be provided to the consultants before the inception meeting.
- Tearfund will provide logistics and administrative support, including translation support, and would be the primary communicators of the evaluation to stakeholders.
- Local beneficiaries and stakeholder meetings shall be pre-arranged by Tearfund, based on the criteria and instructions established by the evaluators.

- In the event the evaluation needs to be cancelled or changed due to security concerns, relevant days shall still be paid to the consultants.
- Availability of systematic and reliable monitoring data on outcome indicators, gathered by Tearfund and their partners, through the course of their programmes.
- Key informants amongst staff and beneficiaries have good knowledge of the whole period of the intervention.

6. EVALUATION OUTPUT

The expected outputs of the evaluation include:

- In Country Brief on Initial Findings (1/2 day)
- A report in Tearfund recommended reporting format (please refer to the *Consultants Briefing Pack*) with the following sections:
 - Executive Summary (no more than two A4 sides including results, 3-5 notable areas of impact and 10 recommendations)
 - Introduction / Background
 - Methodology
 - Context Analysis
 - For the agreed OECD-DAC criteria a section in the form:
 - Findings
 - Conclusions
 - Assessment
 - (Each agreed section in the OECD-DAC framework will reference relevant Tearfund's Quality Standards and Core Humanitarian Standards)
 - 10 Specific Actionable and Prioritised Recommendations
 - Key Insights and Lessons
 - Annexes (indicative)
 - Draft Action Plan
 - Terms of Reference for the Evaluation
 - Profile of the Evaluation Team
 - Evaluation Schedule
 - Protocols for the Evaluation
 - Documents consulted during the Evaluation
 - Persons participating in the Evaluation
 - Field data used during the Evaluation, including baselines
 - Bibliography
- A self-evaluation of the evaluation using the BOND evidence principles as per the linked [google form](#)

Annex 1 Tearfund Nepal Earthquake Evaluation – QUESTION PLAN

INTRODUCTION

- Welcome
- Introduce Evaluator
- Purpose of the evaluation is accountability and learning
- The interview rules – see interview protocol card (translated for beneficiaries into local language)
- Interview will take no longer than 1 hour

INTERVIEW PROTOCOL CARD (to be translated into local language)

Your rights as an interviewee:

- You have the right not to be interviewed or to terminate the interview at any time
- You have the right not to answer any question
- Nothing you say will be attributed to you directly or indirectly without your explicit permission
- The notes on this interview will not be shared outside the evaluation team
- If you provide an email address, we will send you a draft copy of the report.

WARM UP QUESTIONS

- Name of respondent, age, gender, disability, location.
- Role of the interviewee in the emergency response.

TERMS OF REFERENCE QUESTIONS

The bulk of the interview will be around the questions raised in the terms of reference. Not all questions will be equally applicable to all interviewees.

The question guide will be adapted for the different types of respondents; Local authority officials, donors, Tearfund senior staff, Tearfund programme and support staff, other agencies, beneficiaries. **Priority questions are in red.**

a) Relevance

The extent to which the activities of Tearfund's response are suited to the priority needs of Nepal earthquake affected communities. When looking at relevance please consider: Tearfund QS's of Accountability, Impartiality and Targeting, Children and Gender AND CHS 1: Communities and people affected by crisis receive assistance appropriate and relevant to their needs.

- How did baseline data/needs assessment data inform the choice of programme activities?
- To what extent have disaster-affected populations been involved in the design or implementation of the assistance programme? CHS Commitment 1 & 4
- How well did the programme target vulnerable households/persons? Was the criteria appropriate, did it effectively reach the most vulnerable with a sufficient degree of coverage? How & why was Makwanpur targeted?
- What, if any, changes could have made the programme more appropriate and relevant?
- Have protection concerns been adequately considered in the design of assistance? e.g. children at risk, women headed households, people with a disability

b) Effectiveness

The extent to which Tearfund's activities are delivering its objectives and outcomes, respecting the Code of Conduct and Sphere standards. This also includes the level of involvement of and accountability to beneficiaries and the extent that past lessons, DEC or Member RTE recommendations are being fulfilled. When looking at effectiveness please consider CHS 4: Communities and people affected by crisis know their rights and entitlements, have access to information and participate in decisions that affect them AND CHS 7: Communities and people affected by crisis can expect delivery of improved assistance as organisations learn from experience and reflection.

- To what extent were the programme activities achieved and did this lead to the programme achieving its outcomes and overall purpose? Which activities were the most effective or least effective and why?
- Were there effective beneficiary feedback mechanisms in place?
- Did the programme reach its target population, and were the services delivered in a timely manner?
- What value do beneficiaries, stakeholders and communities attach to the outcomes achieved?

c) Efficiency

The extent to which Tearfund's response is cost effective, delivering good value for money. Efficiency measures the outputs -- qualitative and quantitative -- in relation to the inputs. It is an economic term which signifies that the aid uses the least costly resources possible in order to achieve the desired results. This generally requires comparing alternative approaches to achieving the same outputs, to see whether the most efficient process has been adopted. When looking at efficiency please consider: Tearfund QS of Technical Quality AND CHS 2: Communities and people affected by crisis have access to the humanitarian assistance they need at the right time AND CHS 9: Communities and people affected by crisis can expect that the organisations assisting them are managing resources effectively, efficiently and ethically.

- How do the various components and support mechanisms of the intervention work and complement each other?
- Are the programme outputs on track and on-budget? How could they be more cost effective?
- Has the programme been implemented in such a way as to give value for money for the achievement of desired quality standards?

d) Impact

The positive changes that Tearfund's Nepal earthquake response has had to date, which can be replicated. The negative impacts that our response activities have had to date, which should be amended to ensure positive impact. When looking at impact please consider: Tearfund's QS's of Disaster Risk and Conflict AND CHS 5: Communities and people affected by crisis have access to safe and responsive mechanisms to handle complaints.

- What real difference was made to the beneficiaries and the wider community as a result of the activities?
- How is the programme contributing to increased capacity to respond to and to withstand future shocks of this magnitude?
- What evidence exists that the community and other stakeholders are more resilient?
- Have any unintended consequences and/or negative changes resulted from programme implementation?

e) Sustainability & connectedness

To what extent are Tearfund's Nepal earthquake response activities producing sustainable results both environmentally and financially. What activities are not demonstrating sustainability and how can they be adapted. When looking at sustainability please consider: Tearfund's QS's of Sustainability and Environment AND CHS 3: Communities and people affected by crisis are not negatively affected and are more prepared, resilient and less at-risk as a result of humanitarian action.

- Does a sensible exit strategy exist?
- Which lessons learnt could be relevant for future programming and at organisational level?
- To what degree will the programme's benefits persist following the end of the DEC funding? To what extent is there a real sense of ownership amongst the community e.g. WASH User Committees?
- Has the response reduced future vulnerabilities and has the programme helped build resilience to future shocks amongst the target group and the wider community?
- To what degree did Tearfund make use of advocacy opportunities? How have donor and national policy been influenced by this intervention?

f) Coordination

To what extent has Tearfund co-ordinated with other local and national actors to ensure that positive impacts will continue after NGO's exit. When looking at coordination please consider CHS 6: Communities and people affected by crisis receive coordinated, complementary assistance.

- To what extent has the response been coordinated with the efforts of the government and other NGOs?
- Are the activities in line with national guidelines and existing practice in other Districts?

g) Coherence

To what extent has there been consistency within and between Tearfund and partners with regard to messaging, values and advice.

- How did Tearfund and Partners link together coherently and/or complement each other?
- What internal coordination issues were faced and how have they been addressed?

i) WRAP UP QUESTIONS

Questions in the final stage of an interview will cover general learning, and can be direct or indirect

- When you look back on the response, what is the biggest lesson you have learned, or had reinforced, by this experience?
- How have lessons from Phase 1 and other responses been incorporated into Phase 11 of the Programme?
- How has Tearfund identified, documented, shared and applied learnings from the DEC Nepal Response Review and the Tearfund Real Time Review?
- Can you identify examples of good practice and innovation in the emergency response to date?
- What lessons can you draw from this response for future responses?
- Is there any question that you were expecting which I have not asked?
- Is there anything else you want to add?

ANNEX 3

EVALUATION SCHEDULE & KEY INFORMANTS

| Date | Activities / Key Informants |
|------------|--|
| Thu 17 Nov | 14.30 Vicky Stocks, Programme Officer 15.30 Cressida Thompson, Deputy Head of Region |
| Sun 20 Nov | 09.10 Depart London Heathrow via Dubai |
| Mon 21 Nov | 08.30 Arrive Kathmandu 10.00 Initial briefing with Rajan Ghimre, Response Manager 11.00 Evaluation Team meeting (Madhu Thapa & Srijana Nepal) 14.00 Christina Nisha, Global Protection Advisor & Urmila Upadhyaya, Protection Coordinator 15.00 Binod Ghimre, Resilience Advisor 16.00 Keshav Sharma, Senior Policy Officer 16.45 Louise Sinton, Grants & Information Officer 19.30 Douwe Dijkstra, Country Director (by skype) |
| Tue 22 Nov | 06.00 Depart Kathmandu for Hetauda (Makwanpur District) 11.00 District Development Committee (DDC) Planning Officer, Kishan Neupane 12.00 RADO Board; Krishna Prasad Dhital, Chairperson & Executive Director. Ramji Sapkota, Vice Chair. Mohan Prasad Sharma, Secretary. Manju Yonjan, Member. 14.30 District Women & Children Development Office, Women Development Officer, Shova Shah. 15.15 CWS Board; Prakash Khatiwada, District Programme Coordinator. Kamal Phuyal, FACT Programme Manager. Mahalaxmi Rajbhandari, Board Member. Keshab Dahal, Finance Officer. Sushil Raj Giri, UNICEF Programme Manager. Dil Kumari Shrestha, Board Member. 16.30 CEEDF Board; Mani Prasad Subedi, Chairperson. Man Bahadur Bista, Board Member. Bimal Ojha, Program Coordinator. Ram Maya Gurung, Treasurer. Overnight at Hotel Samana |
| Wed 23 Nov | 09.00 MRC Board; Bharat Khadka, CEO. Prakash Shrestha, Programme Coordinator. Kitty Shrestha, Board Member and part time accountant. Leela Subedi, Treasurer. Ram Bahadur Mangarati, Chairperson. 10.30 District Agriculture Development Office (DADO); Nirmal Gadai, Senior Agriculture Development Officer. Sujan Kandel, Planning Officer. Rachana Dev, Crop Development Officer. Bhim Bahadur Kunwar, Horticultural Development Officer. 10.30 District Urban Development and Building Construction (DUDBC), Sudip Acharya, District Engineer 13.00 Travel from Hetauda to Daman 15.30 Mukund Singh KC, Palung Area Coordinator Overnight at Panorama Hotel, Daman |
| Thu 24 Nov | 08.30 Met Palung team and onward travel to Tistung VDC 11.00 FGD with Farmers Group in Dadhighat village, Ward 5. 11 people (8F/3M) 11.00 FGD with beneficiaries of irrigation channel in Dadhighat village, Ward 5, 23 people (8F/15M) 14.00 FGD with Child Club at Bageshwori Secondary School (8 girls, 4 boys) 14.00 FGD with 3 teachers at Bageshwori Secondary School (2F/1M) 15.00 Observe tippy tap 15.30 FGD with Livestock Group, Taruka village Ward 4, 24 women 15.30 FGD with Livestock Group, Gairigaun village Ward 4, 15 women |
| Fri 25 Nov | 08.30 Travel to Agra VDC 10.30 FGD with Farmers Group in Chalti Village, Ward 3. 19 people (11M/8F) 10.00 FGD with Tailors & Electricians in Deukhel village, Ward 2. 10 people (4M/6F) 12.00 Met CfS beneficiary, Pratap Singhghalan 14.30 Observe GFS in Chisapani Village, Ward 3, RADO technician, Ishwory Dahal. 15.15 Water User Group; Chair, Chandra Bahadur Syangtan. Secretary, Rambahadur Syangtan. 15.30 Met beneficiary of GFS, Rabindra Ghrung. 14.30 FGD with 5 women about Gender Friendly Bathing Space in Chisapani Village, Ward 3 15.30 Observe latrine |
| Sat 26 Nov | Rest day – writing up notes and synthesising data |
| Sun 27 Nov | 08.30 Travel to Agra and Tistung VDC's 10.30 Tistung Ward 9, Observe GFS in Jagdada Village 11.30 FGD with Water User Group Ward 9 Jagdada village. Chair, Prembahadur Magar. Member, Prembahadur Magar. Advisor, Leela Bahadur Magar. 12.30 Observe Gender Friendly Bathing Space 14.30 FGD with 7 Masons & 5 Reconstruction Group members (all male), Ward 3 Mahankal Village 10.00 FGD at IRC Dadabaas, Agra Ward 5. 6 people, including 3 girls from Sundari Devi Secondary School. (1M/5F) 11.00 FGD with 4 women receiving financial management training 11.30 FGD with 3 women Community Protection Mobilisers 14.00 FGD with Nutrition Women's Group in Mohariya Village, Ward 1. 9 women. 15.00 FGD with Ward WASH Coordination Committee, Mohariya Village, Ward 1. 7 people (6M/1F) |
| Mon 28 Nov | 08.30 Travel to Agra. Madhu Thapa returns to Kathmandu 11.00 FGD with WDMC in Batase Village, Agra Ward 6. 6 men of whom 3 were WDMC members 12.00 FGD with 7 NFI/Winterisation beneficiaries. (4F/3M) |

| | |
|------------|---|
| | 14.00 FGD with 8 LSAR trainees, Agra Ward 2 & 4. (4F/4M) 15.00 Discussion with CEEDF. Eshmi Rai, M&E Officer & Thankur Ramthing, Community Mobiliser |
| Tue 29 Nov | 08.30 Travel to Tistung 10.00 FGD with 6 Tistung WMDC members from Ward 3,6,8 (5M/1F) 12.00 Tistung VDC Secretary at Tearfund office, Rajendra Prasad Chaulazain 14.30 Debrief with CEEDF; Subash Shreshtha, PC. Govinda Dhakal, Agricultural Technician. 15.30 Debrief with MRC; Eshmi Rai, M&E Officer. Mani Prasad, Chair. Bimal Ojha, PC 16.30 Debrief with RADO; Hare Ram Wagle, PM. Nirodh Pudasaini, Technical Coordinator. Nibsh Gajura, Cash Official |
| Wed 30 Nov | 09.00 Debrief with CWS; Kumar Negi, Programme Coordinator 10.30 Partner Workshop; RADO, CWS, CEEDF, MRC. 12.00 Debrief with Mukund Area Coordinator 13.00 Return to Kathmandu |
| Thu 1 Dec | 13.30 Preliminary Findings meeting with Tearfund Kathmandu staff 16.00 Dr Bishma Bhusal, Under Secretary, National Reconstruction Authority |
| Fri 2 Dec | 08.15 Depart Kathmandu to London via Dubai |

ANNEX 4 – DRAFT MANAGEMENT RESPONSE MATRIX

| Evaluation Recommendations | Agency opinion on the recommendation e.g. accept / partially accept / reject | Actions to be taken to address the recommendation, by whom and when. |
|--|--|--|
| Relevance | | |
| Recommendation 1 - a common beneficiary selection approach should be developed across Partners, with closer attention paid (by MRC-N & RADO in particular) to involving the community in developing clear criteria on who is eligible for programmes, communicating this carefully to the wider community as well as involving the WCF and LDMC and ensuring that Community Mobilisers are fully engaged in the selection process. | | |
| Effectiveness | | |
| Recommendation 2 - the RADO handwashing station design should be reviewed and more careful consideration given to the siting of handwashing facilities in future. RADO should consider returning to Bageshwori Secondary School to install a more conventional tippy tap design next to the latrine block. | | |
| Recommendation 3 - vocational training should continue and be reinforced, being careful to select the right participants and the right vocations, bearing in mind the particular needs and opportunities in each community. | | |
| Efficiency | | |
| Recommendation 4 - RADO should reinforce their quality control systems and processes. | | |
| Impact | | |
| Recommendation 5 - KAP Surveys should be routinely conducted for all training events and ideally several months after the training, in order to capture evidence of the impact of trainings. | | |
| Sustainability | | |
| Recommendation 6 – Community Mobilisers should be based within the communities they are serving in order to be most useful. | | |
| Recommendation 7 – the focus of Phase 2b should be on the most affected and difficult to access wards, such as Agra Ward 7 and Tistung Ward 9. | | |
| Coordination | | |
| Recommendation 8 – Tearfund should structure expectations with Partners about the end date of the programme as soon as practical in order that Partners can plan accordingly. | | |
| Coherence | | |
| Recommendation 9 – the primary relationship holder between Tearfund and the Partner should be made clear to Partners. | | |
| Recommendation 10 – the monitoring framework should be agreed at the outset of a new programme and rolled out across all Managers and Partners. | | |