

TERMS OF REFERENCE FOR ABORTION ACCOUNTABILITY PROJECT ENDLINE EVALUATION

1. Background

PPAG with funding from the Swedish Association for Sexuality Education (RFSU), the Sweden IPPF member Association, has been implementing a 5-year project aimed at ensuring that Comprehensive Abortion Care is accessible, affordable, and utilized by all. The project ran from 2018-2022 and was implemented in six (6) districts in three Regions (Central Region, Ashanti Region and Northern Region). In 2022 the project was extended to 2023 and is expected to conclude at the close of the extension.

Over the period, the project implemented several targeted interventions to improve the knowledge of duty bearers, community leaders, service providers, and community members on comprehensive abortion care, to enable them to make informed decisions. A key component of the project was advocacy toward including and implementing comprehensive abortion care into the annual district work plans and budgets.

As the project ends, there is a need to conduct an end-line evaluation to assess the overall project performance.

It is in this regard that PPAG is seeking the engagement of a consultant to conduct the end-line evaluation of the project.

2. Project outline

Project Title	Ensuring Comprehensive Abortion Care Accountability in Ghana
Implemented by	PPAG
Source of Fund	Swedish Association for Sexuality Education (RFSU)
Project Location	Central Region (KEEA and Agona West) Ashanti Region (KMA and Obuase) and Northern Region (Sagnarigu and Mion)
Project Period	2018 – 2023
Project Goal	Comprehensive Abortion Care is accessible, affordable and utilized by all
Project purpose/Objectives	<ul style="list-style-type: none">• Duty bearers are capacitated to make informed decisions on their support for comprehensive abortion care• Community leaders and community members are capacitated on comprehensive abortion care• The inclusion of comprehensive abortion care into the annual district work plans is actively supported

	<ul style="list-style-type: none"> • Strengthened CSOs engagement with duty bearers on comprehensive abortion care through partnership
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3. Purpose of the End-line Evaluation

The purpose of the evaluation is to measure the impact, learnings and challenges of the project over the implementation period. The measurement will be done within the context of the baseline survey conducted before project implementation as well as retroactive data/reports from key stakeholders within the community.

Furthermore, the evaluation will measure the project's impacts and successes based on the OECD/DAC Criteria. The criteria are as follows:

- (1) Relevance: Assessing the primary relevance and importance of the project within the context of ensuring comprehensive abortion care accountability of the implementing district
- (2) Coherence: Evaluating the extent to which the project fits into the overall health programming goals and objectives of the district health structures. Emphasis would be on the District Health Management Team in the implementing district
- (3) Effectiveness: The extent to which the project’s strategies and activities contributed to achieving the set targets and objectives of the project.
- (4) Efficiency: The extent to which resources were expended in an economical manner, towards maximum impact.
- (5) Impact: The long-term benefits facilitated by the project within the project community, and the municipality at large.
- (6) Sustainability: The extent to which the net benefits of the project are likely to continue after the project ends.

Key evaluation questions

The following are key evaluation questions to be considered:

- a. What is the perception of abortion prevalence in the communities?
- b. To what extent are the communities knowledgeable of Comprehensive Abortion care especially Abortion Laws and Policies
- c. To what extent has the project capacitated duty bearers in the project area to make informed decisions on their support for comprehensive abortion care?
- d. To what extent has the project capacitated community leaders and community members on comprehensive abortion care?
- e. To what extent has the project managed to ensure the inclusion and implementation of comprehensive abortion care into the annual district work plans?
- f. To what extent is there support or opposition to comprehensive abortion care in the communities after implementation
- g. To what degree has the project managed to strengthen CSOs' engagement with duty bearers

on sexual reproductive health and rights especially comprehensive abortion care through partnership?

4. Scope of the Researcher’s Work

Tasks and Responsibilities

One consultant (main evaluator) will be recruited to undertake the end-line evaluation. Based upon the review of the proposals submitted, the main evaluator identified will work jointly with the Monitoring and Evaluation Unit of PPAG.

Throughout the research period, the researcher is requested to carry out the following work in close consultation with the PPAG Project Team and to attend the team meetings whenever requested;

Evaluation Stage	Primary Task	Responsibility
Planning stage	<ul style="list-style-type: none"> • Design the overall evaluation study including methodology, scheduling and budget. • Make a list of documents and reports to be reviewed to conduct the study including Project Reports, District/GHS work plans and budget, and Relevant policy documents and guidelines. • Design the field assessment strategy and tools. Including structured questionnaires, interview guides, and checklists. This should be in consonance with the study proposal. • Make necessary arrangements for the field study including identifying, hiring, and training research assistants. 	-Evaluator in consultation with the project team
Data Collection Stage	<ul style="list-style-type: none"> • Review and examine existing documents and reports relevant to the Project. • Conduct a field study based upon the research framework agreed upon; i.e. end-line survey with a structured questionnaire, key informants’ interview and observations. 	Evaluator

<p>Analysis and Reporting stage</p>	<ul style="list-style-type: none"> • Summarize the findings from the collected information and data as below; <ul style="list-style-type: none"> ➤ Compilation and analysis based on field data collected through the use of the structured questionnaire ➤ Outcomes regarding the project plan from all the available information and data. • Identify key promoting and impeding factors based on the assessment • Prepare a draft preliminary finding report and share the draft report with the Project Team for comments and verification • Provide feedback on the draft report • Finalize and submit the Evaluation Report • Disseminate findings at Closeout Meeting 	<p>Evaluator</p>
<p>Dissemination*</p>	<ul style="list-style-type: none"> • Disseminate findings to key stakeholders <ul style="list-style-type: none"> • PPAG management • PPAG -RFSU team • District Level Stakeholders • Beneficiaries • RFSU partners in Ghana 	<p>PPAG (Evaluator as facilitator)</p>

**Dissemination – PPAG will be responsible for cost of this activity*

5. Deliverables to be submitted by the evaluator

The evaluator would be expected to submit the following deliverables;

- a) **Inception report**
- b) **Ethical clearance**
- c) **Final end-line evaluation report**
- d) **Slide decks summarizing the report**
- e) **One manuscript from the evaluation report**

6. Work schedule (Provisional)

Activity		October				November				
		W1	W2	W3	W4	W1	W2	W3	W4	W5
1.	Submission of proposal									
2.	Identification and recruitment of the evaluator									
3.	Contract for the End-line Evaluation									
4.	Acquisition of ethical clearance									
5.	Produce inception report									
6.	Finalization of Research Design									
7.	Data Collection and Field Study									
8.	Analysis and Preliminary Report									
9.	Draft Evaluation Report									
10.	Final Evaluation Report									

7. Management & Supervision

The evaluator will be overseen directly by the Monitoring and Evaluation Unit of PPAG. The Monitoring and Evaluation Manager of PPAG will be the focal person at PPAG for the evaluator.

8. Consultant's Qualifications and Requirements

The lead consultant is expected to have the following qualifications:

- An advanced degree (minimum of a research-based master's degree) from a recognized university in Public Health, Health Quality, Health Economy, Population Studies, Development Studies, International Development, Research Methodologies, Planning, Monitoring and Evaluation, or any related field.
- At least 5 years progressive experience performing research and evaluation exercises for health-related programs.
- Excellent knowledge and understanding of research methodologies and processes.

- Good understanding of the local health system, particularly regarding Sexual and Reproductive Health and Rights (SRHR).
- Fluency in English is required. Knowledge of a local language, preferably Akan would be an added advantage.

The consultant or firm should provide the following in their application:

- CVs of key personnel who will be involved in the assessment.
- Evidence of similar assignments conducted within the last 3 years, including references. This should be captured in a table with the following headings: title of project/assessment; type of assessment (baseline, midterm, end-line, etc); total budget; source of funds (donor); scope (geographic); subject area; and duration.
- Technical Proposal – detailed research design, including schedule. (max. 10 pages)
- Financial Proposal – The budget should include all expected costs e.g. Accommodation, Travel, meals etc. The budget should also indicate the requisite national tax provisions.
- Tax Clearance Certificate from GRA and Company Registration documents (if applicable).

9. Mode of Application

- Soft copies of applications should be addressed to: **consultancy@ppag-gh.org**
- Deadline for application is **3rd October, 2023**

NB: PPAG would evaluate proposals based on technical competence and financial feasibility. Selection will be based on the organization’s pre-determined criteria.