



TERMS OF REFERENCE (ToR) FOR THE END-LINE EVALUATION OF THE REPRODUCTIVE HEALTH EDUCATION FOR THE MARGINALIZED (RHE4M) PROJECT

1. Background

The Reproductive Health Education for the Marginalized (RHE4M) Project is a collaborative initiative between the Planned Parenthood Association of Ghana (PPAG) and CAMFED Ghana, aimed at improving access to Sexual and Reproductive Health and Rights (SRHR) information and services among young girls and women in selected districts of Ghana. The project is implemented in three districts — Abura Asebu Kwamankese (AAK) District (Central Region), Bole District (Savanna Region), and Sekyere East District (Ashanti Region). The project is a six (6) month pilot intervention for possible expansion.

The project addresses barriers such as inadequate SRHR information, limited access to youth-friendly health services, stigma, and sociocultural factors that hinder marginalized populations from exercising their sexual and reproductive rights. The project deployed the following key strategies to address the barriers highlighted; Peer Education, CSE education in school and out of school, Sports and Dance drama, carried out social and behavior change communication (SBCC), Large/small group activities (Health screening), inter-generational dialogues and Radio programs.

As the project draws to a close, PPAG intends to conduct an End-Line Evaluation to 1. Determine whether the project achieved its intended objectives and results 2. Provide insights and lessons to guide future programming, planning, and policy decisions. 3. Examine how well resources (time, money, staff) were used to achieve the outcomes. All these are to ascertain the level of progress made towards achieving the goal of the project compared to the baseline and to document the best practices.

2. Project Outline

| Framework of the Project | |
|--------------------------|---|
| Project Title | Reproductive Health Education for the Marginalized (RHE4M) Project |
| Implementor | PPAG |
| Source of Fund | Campaign for Female Education (CAMFED) |
| Project Area | <ul style="list-style-type: none">• Abura Asebu Kwamankese (AAK) District (Central Region)• Bole District (Savanna Region)• Sekyere East District (Ashanti Region) |
| Project Period | June-November 2025 |
| Project Goal | Increase equitable use of SRHR information and services for young girls and women in 3 districts in Ghana. |
| Project Outcome Areas | <ol style="list-style-type: none">1. Increased YW & AG's agency to make informed life choices related to SRHR2. Enhanced quality and quantity of SRHR services and health facilities for YW & AG to have a greater access to gender responsive, youth-friendly, confidential and inclusive SRHR services3. Enabling and supportive environment for SRHR for all through strategic partnership and collaboration |

3. Purpose of the End-line Evaluation

The End-Line Evaluation aims to assess the extent to which the RHE4M Project has achieved its intended objectives and outcomes. Specifically, the evaluation will:

- Measure changes in the availability, accessibility, quality, and utilization of SRHR services among young girls and women since the baseline assessment.
- Assess the effectiveness, efficiency, and sustainability of the project interventions.
- Identify lessons learned, challenges, and best practices to inform future SRHR programming.
- Provide actionable recommendations for improving SRHR delivery among marginalized populations.

The following are key evaluation questions to be considered:

The evaluation will address (but not be limited to) the following key questions based on OECD/DAC Criteria:

1. Relevance:

- How relevant were the project objectives and activities to the SRHR needs of the target population?

2. Coherence:

- To what extent does the project fit into the overall health programming goals and objectives of the local government structures in the three (3) districts

3. Effectiveness:

- To what extent were the planned outputs and outcomes achieved?
- What improvements in knowledge, attitudes, and practices on SRHR are observed among beneficiaries?

4. Efficiency:

- Were project resources used effectively and efficiently to achieve expected outcomes?

5. Impact:

- What significant changes (intended or unintended) have resulted from the project?
- How has the project contributed to improved access and utilization of SRHR services?

6. Sustainability:

- What measures have been put in place to ensure the continuity of project gains after completion?

4. Scope of Evaluators Work

One consultant (main evaluator) will be recruited to undertake the Endline Evaluation.

Based upon the review of proposals submitted, the main evaluator identified will work jointly with the Monitoring and Evaluation Unit of PPAG. Throughout the research period, the evaluator is requested to carry out the following work in close consultation with the PPAG Project Team and CAMFED 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, Relevant policy documents and guidelines.• Design the field assessment strategy and tools. Including structured questionnaires, interview guides and checklists. This should in consonance with the study proposal.• Make necessary arrangement 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. | Evaluator |

| | | |
|------------------------------|--|---------------------------------|
| | <ul style="list-style-type: none"> • Conduct a field study based upon the research framework agreed upon; i.e. endline survey with a structured questionnaire, key informants' interview and observations. • Meetings with PPAG / CAMFED team on retrospective Theory of Change validation. | |
| Analysis and Reporting stage | <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. ➤ Project outcomes areas based on all the available information and data. • Identify key promoting and impeding factors based upon the assessment and meetings with PPAG/CAMFED. • Prepare a draft preliminary finding report and share the draft report with the Project Team for comments and verification. • Provide feedback on draft report. • Finalize and submit the Evaluation Report | Evaluator |
| Dissemination* | <ul style="list-style-type: none"> • Disseminate findings to key stakeholders <ul style="list-style-type: none"> • PPAG management • PPAG & CAMFED • All stakeholders (PPAG/CAMFED/GHS/Assembly/Opinion leaders/community etc | PPAG (Evaluator as facilitator) |

5. Expected Deliverables from Evaluator

The consultant or evaluation team will be expected to produce the following outputs:

- 1. Proposed Research Design (before recruitment and contract)**
 - Submission of the proposed research design including a financial proposal
 - Provisional due date – xx. (TBC)
- 2. Inception Report (after recruitment and contract)**
 - Outlining the proposed methodology, data collection tools, work plan, schedule and budget (to be submitted within one week of contract signing).
 - Provisional due date – xx. (TBC)
- 3. Draft Evaluation Report (after recruitment and contract)**
 - presenting preliminary findings, conclusions, and recommendations to the Project Team for comments and feedback.

- Content: Record of research activities, Summary of information and data collected and preliminary result of findings and analyses.

4. **Validation Workshop** – to discuss findings with PPAG, CAMFED, and key stakeholders.

5. **Final Evaluation Report**

- Submission of final evaluation report incorporating feedback from stakeholders and including an executive summary, findings, conclusions, and actionable recommendations.
- Provisional due date – xx (TBC)

6. Work schedule Timeline (TBC)

| Activity | | October | | | | November | | | | December | | | |
|----------|--|---------|---|---|---|----------|---|---|---|----------|---|---|---|
| | | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 |
| 1. | Submission of proposal | | | | | | | | | | | | |
| 2. | Identification and recruitment of the Consultant | | | | | | | | | | | | |
| 3. | Contract for the Endline Evaluation | | | | | | | | | | | | |
| 4. | Produce inception report | | | | | | | | | | | | |
| 5. | Finalization of Research Design | | | | | | | | | | | | |
| 6. | Data collection and Field Study | | | | | | | | | | | | |
| 7. | Analysis and Preliminary Report | | | | | | | | | | | | |
| 8. | Draft Evaluation Report | | | | | | | | | | | | |
| 9. | Final Evaluation Report | | | | | | | | | | | | |

7. Management & Supervision

The evaluation will be managed by PPAG's Monitoring and Evaluation Unit, in close collaboration with CAMFED Ghana. The Monitoring and Evaluation Manager of PPAG will be the focal person at PPAG for the evaluator who will oversee quality assurance and approval of deliverables.

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.
- knowledge and understanding in analysis of project theory of change.

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, endline, 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 – Budget should include all expected cost e.g. Accommodation, Travels, 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 12th December, 2025**

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