



SCOPE OF WORK MONITORING AND EVALUATION CONSULTANT

Project: Hurricane Iota/Eta Disaster Response
Duration: Up to 10 workdays over a duration of 1 month
Location: Remote

I. BACKGROUND

NetHope supports its member organizations through cross-sector collaboration among nonprofit organizations to help them develop better programs, mitigate risks, and scale benefits for greater impact in the communities where they operate.

In November 2020, Hurricane Iota, the second Category 4 storm to make landfall in less than two weeks in Central America, unleashed destructive winds, inundating rain, and storm surge across broad sections of Nicaragua, Honduras, the Colombia Islands of Providencia and San Andres, and other neighboring countries. When the hurricane occurred, the capacity of first responders and existing infrastructure were already stretched after Hurricane Eta hit the same areas two weeks earlier. Critical infrastructure was badly damaged. Roads, bridges, and power and telecommunication distribution networks were destroyed in large parts of the region. The devastation has made it extremely difficult for NetHope member organizations and other NGOs to coordinate delivery of humanitarian aid and gather data from shelters and field offices for reporting to their headquarters.

In Nicaragua, NetHope provided support to its member organizations and other NGOs by deploying secure Wi-Fi networks for responding organizations and affected population. NetHope installed secure Wi-Fi networks in two sites in Puerto Cabezas and three sites in Waspam (another five sites will be installed in April 2021). NetHope provided:

- Subsidized internet connectivity for six months.
- Installation of networking equipment, such as routers, switches, and access points that can provide secure Wi-Fi networks in these locations.
- Maintenance and management of networks for six months.

At the end of the six months, NetHope will donate Wi-Fi network equipment to local organizations that are willing and able to take over the monthly cost of running the networks (usually only the ISP subscription).

Measuring the impact of restored connectivity and power in emergency response contexts is a challenging task. Numerous exogenous variables can affect the impact of NetHope's interventions. Moreover, it is widely known that programs investing in information and communications technology have medium- to long-term benefits and not quick, short-term outcomes that fit within the typical six-month period of NetHope's emergency response projects.

II. OBJECTIVE

The objective of this assignment is to prepare an assessment of the effectiveness, efficiency, relevance, and outcome of NetHope's Hurricane Iota/Eta Disaster Response project using NetHope's existing logical framework. The assessment aims to provide information about context relevance of NetHope's logical framework to situations where multiple natural disasters occur in the same area within a very short period. Evidence from the assessment will help inform if NetHope's current logical framework and program design require adjustment considering climate change challenges that may exacerbate the occurrence of natural and man-made disasters.

III. SCOPE OF WORK

The Consultant will:

1. Evaluate the effectiveness, efficiency, and outcomes of NetHope's Hurricane Iota/Eta Disaster Response project using NetHope's existing logical framework and practices.
2. Test and analyze the coherence, relevance, and validity of the existing M&E system, including logical framework, data collection tools, and performance indicators.
3. Provide feedback on the M&E system to guide NetHope's future activities.
4. Refine/Improve the logical framework for the project, including input, activities, outputs, short-term and intermediate outcomes, and impact.

The Consultant will deliver the following outputs:

Phase 1: Assessment of the Hurricane Iota/Eta Disaster Response Project

(Timeframe: Up to 2 business days)

1. Review project reports, performance indicators, and other documents.
2. Review NetHope's existing M&E system, including logical framework, data collection tools, and performance indicators.
3. Conduct interviews with project staff, NetHope members, and other stakeholders.
4. Prepare a report that details the findings, gaps, and recommendations for improvement.

Phase 2: Revision of logical framework

(Timeframe: Up to 1.5 business days)

1. Upon NetHope's approval of proposed changes from Phase 1, prepare a revised logical framework that will define and identify:

- Expected results based on the assessment conducted on the Hurricane Iota/Eta Disaster Response project; and
 - Indicators for expected results and for other elements of the logical framework with baselines and targets. Where such indicators are not available, recommendations will be developed in consultation with NetHope on methodology for data collection and analysis, reporting frequency, and institutional arrangements.
2. Discuss findings and share early drafts of the logical framework with NetHope for inputs and comments as well as discuss constraints and opportunities.

Phase 3: Evaluation and procurement of M&E system

(Timeframe: Up to 5 business days)

1. Evaluate relevant software-based solutions for M&E data collection and analysis.
2. Make structured recommendation on best solution for organization based on other remote-work solutions already in place.
3. Procure solution and deploy across the organization.

Phase 4: Preparation of M&E guidelines and facilitation of M&E training

(Timeframe: Up to 1.5 business days)

1. The M&E guidelines will be prepared in the form of an operational manual, including:
 - Monitoring and evaluation principles;
 - Procedures and templates for data collection and reporting for performance indicators; and
 - Roles and responsibilities for reporting on the results achieved, including format, content, frequency, and source(s) of data.
2. Facilitate a workshop for project staff on the revised logical framework and associated M&E guidelines.

The Consultant will deliver the above draft materials of quality and timeliness acceptable to NetHope. NetHope will provide comments, and the Consultant will address those comments with a revised final report.

IV. KEY QUALIFICATIONS

The Consultant should possess the following expertise and qualifications:

- Minimum of 5 years of relevant, progressively responsible experience in monitoring and evaluation is required;
- Experience evaluating, procuring, and deploying M&E software-based solutions;
- Proven track record in the evaluation and assessment of humanitarian and/or disaster response projects is required;
- Advanced degree in economics, business administration, statistics, social sciences, or a related field is preferred;
- Strong written and verbal communication skills with diverse stakeholders; and
- Proficiency in Spanish is a plus but not essential.

V. APPLICATION

Applications are due on April 30, 2021. Interested applicants must submit the following documents to Stephanie Siy (stephanie.siy@nethope.org) with the subject line "*Application for M&E Consultant*":

- Resume/CV
- Cover letter and summary of M&E work experience
- Consultant fees requirement