

## Terms of Reference

- Budget Code:** J D Trust Samudram 50185
- Title:** Final Evaluation – Samudram—Women Fishworker’s Project in Coastal Odisha
- Reporting to:** Aniruddha Brahmachari MEL Manager (Delhi) and Akshaya Kr. Biswal Regional Manager (Odisha and South India)
- Background:** Oxfam India is a result of the merger of the different Oxfam’s that have been operating in India for the last fifty years as separate entities: Oxfam Trust, Oxfam GB, Oxfam Novib, Oxfam Australia, Oxfam Hong Kong and Intermon Oxfam (Spain). It undertakes all the activities of an Oxfam affiliate: international and national rights-based programming, international and national advocacy and campaigning, humanitarian response and fundraising. As a national member of an international confederation, it plays a strategic role in campaigns and advocacy, both domestically and internationally. Oxfam India aims to be a role model for promoting gender equality and diversity.

### Introduction

Samundram is a State Level Federation of Women Fish Workers’ Organization for the development of marine fisher folk living along the coastline of Bay of Bengal. It is being supported by Oxfam India through its partner organization United Artists Association (UAA).

The organization, registered in the year 1995 as a federation has been working on the socio-political and economic empowerment of marine women fish workers and also taking up issues of fisher folk communities in the state at different forums.

It aims at empowering traditional marine women in all aspects of life and foster solidarity among themselves with a special focus on marine resource conservation and sustainable fisheries.

Considering the need for market access for the poor fish workers Oxfam developed a programme “**Increasing Income for Fish Workers in Orissa**” which started from 2008. The programme reaches the women through the network of women fish workers, Samundram, facilitated by UAA.

The **main objectives** of the programme are:

- 1) To ensure the sustainability of Samundram and its institutions as a producer company through establishing new operational systems and consolidating the already existing systems.
- 2) To ensure a sustained source of income and food security for 8,800 poor fish workers families (collectors and processors) through strengthening the already existing access to market systems and credit systems, promotion of value added fish products and alternative livelihoods.
- 3) To empower women on their rights and other social issues to ensure active participation of Samundram members in the village development process.
- 4) To ensure quality education for children in the schools located within programme area through continuous awareness generation, community mobilisation and advocacy work.

The **expected result areas** of the programme include:

- **Result 1:** 8800 poor fish workers (collectors and processors) will have access to markets, sustained source of income and food security for their families (2000 existing and 6800 new)

- **Result 2:** 237 Self Help Groups (SHGs) functioning effectively in Ganjam, Balasore, Jagatsinghpur and Puri districts
- **Result 3:** Establishment & functioning of 7 Procurement and Processing Centres
- **Result 4:** Training and capacity development of SHG Leaders
- **Result 5 :** Skill development training to SHG members
- **Result 6:** Gender Mainstreaming training to men, women, youth and adolescent girls
- **Result 7:** HIV/AIDS sensitisation workshops to participants at Ganjam
- **Result 8:** Multi stakeholder consultation workshop at district levels (4) and state level (1) for stakeholders including traders, service providers, private sector etc
- **Result 9:** Revolving Fund provision to SHG members
- **Result 10:** Business Development Service Provision to SHG members

The programme is funded by **Professor Hugh Davidson, UK**. The initial **programme duration** was 2008-2011, which is further extended till October, 2014.

### **Objectives of Final Evaluation**

The objective of the final evaluation is to assess:

- i) How effectively and efficiently programme interventions have progressed in attaining the programme objectives
- ii) Performance of programme partners (UAA, Oxfam, other) in providing training, post-training follow-up support to beneficiaries,,
- iii) Identify lessons learned and
- iv) Make appropriate recommendations of general and specific nature for mainstreaming in ongoing Samundram movement or future similar programmes.

### **Evaluation Criteria**

The evaluation will consider following criteria:

- a. **Relevance:** The extent to which the objectives of the programme intervention are consistent with beneficiaries' requirements, partners' and donors' priorities
- b. **Effectiveness:** The extent to which the programme intervention's objectives were achieved, taking into account their relative importance.
- c. **Efficiency:** The extent to which economically resources/inputs (funds, expertise, time, etc.) are converted to results.
- d. **Sustainability:** The continuation of benefits from the programme intervention after the financial assistance is stopped as well as probability of continued long-term benefits.
- e. **Impact:** Positive and negative, primary and secondary long-term effects produced by the programme intervention, directly or indirectly, intended or unintended.

- f. **Coherence:** Coherence within the Oxfam critical themes and areas of work, namely Economic Justice, Essential Services, Gender Justice, and Humanitarian Response and Disaster Risk Reduction

### **Evaluation Methods & Tools**

The evaluation will include a combination of methods including Participatory Rural Appraisal (PRA).

The evaluation team members will visit selected blocks in all four districts to collect data. The data collection tools include:

#### ***In-Depth Individual Interviews***

Semi-structured interviews using a flexible interview guide will be conducted with **randomly selected SHG members** to assess socio-political empowerment, level of income and livelihoods improvement taking into account the support provided by Samundram. Kindly see next section on **Selection of Area and Respondents** for details on SHG members' selection.

#### ***Key Informant Interviews (KII)***

KII will be conducted with **Samundram stakeholders (Oxfam, UAA, traders, procurement and processing agents, traders, banks and ICZMP, ORMAS other officials)**. The key informants would be interviewed on key aspects of the programme components, approach and insights gathered through the programme interventions. The participant would also be interviewed to assess progress on quality education for children through continuous awareness generation, community mobilisation and advocacy work. Challenges faced would be especially captured for future learning.

Case studies will be used to demonstrate how the Samundram has contributed in achieving income and household food security and reducing vulnerabilities, highlighting both challenges and achievement.

#### ***Focused Group Discussion (FGD)***

This tool will be used with the **NSS, DLF and apex bodies** to bring out the degree they have been collectively /individually benefited from the Samundram interventions. Local empowerment and institutional/organizational strengthening processes will also be captured.

#### ***Most Significant Change Workshop<sup>1</sup> (at Bhubaneswar/Ganjam with selected SHG, NSS, DLF and Samundram representative) (Optional):***

This tool will be used to learn and highlight the processes and programme successes in changing the life pattern of its beneficiaries. This tool will also help in capturing the learning through understanding challenges/difficulties faced during implementation and how these were resolved.

#### ***Active Observation***

While carrying out evaluation process, the evaluation team will record what they see by taking descriptive notes.

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<sup>1</sup> Optional, depend on feedback/suggestion from Oxfam

### **Selection of Area and Respondents**

The programme is implemented in 46 villages of four coastal districts of Orissa with the main objective of increasing fishery income of 8800 marine fishing families from average of Rs.12186/- in 2007-08 to double in three years.

<b>Seller Class</b>													
<b>Seller Class</b>	<b>Ganjam</b>		<b>Puri*</b>		<b>J.S.Pur</b>		<b>Baleswar</b>		<b>Total</b>		<b>Percent</b>		
	<b>BLS</b>	<b>F.E</b>	<b>BLS</b>	<b>F.E</b>	<b>BLS</b>	<b>F.E.</b>	<b>BLS</b>	<b>F.E.</b>	<b>BLS</b>	<b>F.E</b>	<b>BLS</b>	<b>F.E.</b>	
Non sellers (<10%)	0	0	16	8	50	25	3	1	69	34	34.50	34.0	
Occasional (10-30%)	4	2	0	0	0	0	2	1	6	3	3.00	3.0	
Frequent sellers (30-60%)	45	23	5	3	0	0	3	2	53	28	26.50	28.0	
Very frequent (>60%)	1	0	29	14	0	0	42	21	72	35	36.00	35.0	
<b>Total</b>	<b>50</b>	<b>25</b>	<b>50</b>	<b>25</b>	<b>50</b>	<b>25</b>	<b>50</b>	<b>25</b>	<b>200</b>	<b>100</b>	<b>100.0</b>	<b>100.0</b>	

As per the programme mandate, a recurrent Monitoring and Evaluation Learning (M&EL) system is in place to review successful implementation of the programme and measuring the impacts. 200 households were covered in base line survey of 2007-08. Those households have been considered for regular assessment of business, income, expenditure and asset creation, performance of institutions and wellbeing performance<sup>2</sup>.

**The Final Evaluation team will visit 20% sampled villages (9 villages) which were covered during BLS.** As highlighted in above table, 100 respondents (50% of respondents covered under BLS) will be covered for the in-depth individual interview, 50% of which would be the same respondents, covered under BLS and 50% would be new respondents.

Besides conducting in-depth interview on key result areas the team will also triangulate following information covered during bi-annual survey:

1. Income- Expenditure pattern
2. Socio-economic pattern
3. SHG Status & Revolving Fund Management

### **Evaluation Processes**

The evaluation process will be carried out through three phases, namely:

- Desk Phase,
- Field Phase, and
- Synthesis & Writing Phase

<sup>2</sup> Annual Report (July 2013 – June 2014); Income-Expenditure, SHG Status, Fund Utilization and Market Access, pp.1

### **Desk Phase**

In this phase, briefing with Oxfam team and review of relevant programme documents as well as policy documents shaping the wider strategy/policy framework will be conducted.

The evaluation team will prepare checklist, guide questions etc. and will finalize field visit details and schedule (date, area to be visited, persons to be met) together with UAA and Oxfam team.

### **Field phase**

The field phase will immediately start upon approval of field visit schedule (included). The evaluation team will:

- Submit its detailed work plan with an indicative list of people to be interviewed, surveys to be undertaken, dates of visit and travel itinerary.
- Ensure adequate contact and consultation with, and involvement of, the different stakeholders; working closely with the relevant programme point person during entire assignment.

### **Synthesis and Writing phase**

This phase will be mainly devoted to the preparation of the draft & final evaluation report. The evaluation team will make sure that:

- Assessments are objective and balanced, affirmations accurate and verifiable, and recommendations realistic.
- When drafting the report, team will acknowledge clearly where changes in the desired direction are known to be already taking place.

The TL will also present the main finding and recommendation to the Oxfam, UAA and stakeholders on a mutually agreed date.

The draft final report will be prepared and shared with Oxfam for their review, comments and feedback. Based on the feedback and comment, the final report will be prepared incorporating all relevant feedback and comments.

Comments requesting methodological quality improvements will be taken into account, except where there is a demonstrated impossibility, in which case full justification will be provided by the TL.

### **Evaluation Team**

A three members' team under the Team Leader will conduct the evaluation. The Team Leader will be the source of primary contact, and would communicate with Oxfam and programme partners during overall evaluation period.

#### ***Mr. Jitendra Kumar Sinha (Team Leader)***

Jitendra has completed his advance education with triple Masters Degree from India, Ireland and the Netherlands. He has worked extensively for more than 20 years in 11 countries. He has led evaluation of more than 10 programmes for UNDP, IFAD, WFP, UNOPS, EU, DFID, GIZ and other international donors in India, Bangladesh, China, Thailand, Indonesia and the Philippines. He has conducted earlier evaluation in Odisha for DanChurch India with RCDC.

#### ***Mr. Manoj Kumar Samal (Team Member)***

Manoj has more than 10 years of programme management and implementation experience in Odisha. He has conducted primary survey and well versed in extracting information from the rural communities. He has earlier worked in Balasore.

**Mr. Mansing Majhi (Team Member)**

Mansing has worked in community mobilization, SHG formation, micro finance and community empowerment with Sahbhagi Vikas Abhiyan (SVA), and currently associated with SAI-Sustainable Agro at Rayagada, Odisha.

**Tentative Timeline**

The following time schedule is proposed (estimated working days):

Task	Day	Tentative Date	Remarks
Preliminary briefing at Bhubaneswar	1.0	11/10/2014	Completed
Desk review and preparatory work	3.0	13/10/2014 to 25/10/2014	ongoing
Briefing with Oxfam/UAA & orientation to team members		28/10/2014	TL will conduct orientation to team members
Field team visit for data collection	8.0 2 days * 4 districts	29/10/14 to 5/10/2014	Both work will be conducted con-currently (2 days per district)
TL visit for gathering information through PRA/ supervision of field team	4.0	29/10/14 to 5/10/14	
MSC Workshop and preliminary de-briefing		6/10/14	Oxfam/UAA to decide venue
Data analysis and preparation of draft report	3	7/10/14 to 12/10/14	Home based
Writing of final report, incorporating comments/feedback	1	15/10/14	
Report sharing workshop		On a mutually accepted date	Bhubaneswar
<b>Total working days</b>	<b>20</b>		

**1. Tentative Budget**

A lump-sum consultancy fee of Rs.4.60 lacs is proposed.

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