

INTER-AGENCY REAL-TIME EVALUATION (IA RTE) – PHASE II OF THE HUMANITARIAN RESPONSE TO THE EARTHQUAKE IN HAITI

United Nations Office for the Coordination of Humanitarian Affairs (OCHA)

Call for Expression of Interest

Due to technical issues, this Call for Expression of Interest is being re-advertised. Candidates should re-submit their applications.

Closing date: 20 May 2011

Approximate duration of assignment: 40 days

Tentative contract starting date: 10 June 2011

Location city: Various – Geneva (Switzerland), New York (USA), Port au Prince, various (Haiti)

Location country: Various

1. INTRODUCTION & RATIONALE

IA RTEs are an initiative of the Inter-Agency Standing Committee (IASC). An IA RTE can be defined as an evaluation carried out at the early implementation stages of a humanitarian operation which almost simultaneously feeds back findings for immediate use by the broader humanitarian community, particularly at the field level. An IA RTE is primarily intended for sudden-onset disasters, or protracted crises undergoing a phase of rapid deterioration or escalating violence. These evaluations differ from other forms of humanitarian evaluation in their speed, coverage, methods, and outputs. IA RTEs are typified by their shared management and methodological oversight through global- and national-level inter-agency support, speed of mobilization, feedback and follow-up; light, agile approaches; restricted scope; and participatory methods. Ideally, IA RTEs seek to unlock inter-agency coordination problems or operational bottlenecks and provide real-time learning to the field.

In the immediate aftermath of the earthquake, the IASC tasked the IASC IA RTE Support Group¹ with carrying out IA RTEs in Haiti in two phases: one on the early response and a second at a later date. The first phase was conducted from March-June 2010 and focused on the early response. The second phase will take place between May and July 2011 and reflect upon issues relating to transition to recovery.

2. BACKGROUND TO THE CURRENT CRISIS

On 12 January 2010, a 7.0 earthquake struck Haiti, devastating the capital city (Port-au-Prince, Delmas, Cité Soleil, Croix des Bouquets, Pétiion-Ville, Tabarre, Carrefour), Ouest Department (Léogane, Grand Goâve, Petit Goâve, Ganthier, Gressier), Sud-Est department (Jacmel). The earthquake affected over 3 million people, 222,650 of which were killed and 310,930 injured. At the peak of displacement, close to 2.3 million people left their homes, including 302,000 children. Over 400,000 buildings are estimated to be damaged or destroyed, including 80 percent of schools in Port-au-Prince and 60 percent in the Sud and Ouest departments. Sixty percent of government and administrative buildings were destroyed, including the Presidential Palace, the Parliament and the Cathedral.

The impact on response capacity was severe. More than 16,000 civil servants died in the quake and many left the country after 12 January. Although many have returned, the Government's backbone

¹ Members in the IASC IA RTE SG are: UNICEF, UNDP, INGOs (Care, Oxfam for ECB/SCHR), IFRC, FAO, WFP, OCHA, ALNAP.

and workforce is now reduced by 33 percent. The Haitian government lost 33% of its officials and the UN lost 102 staff members.

Over a year after the earthquake, massive humanitarian response has developed in context of multiple crisis, including a hurricane season, cholera epidemics and political and security challenges.

3. USE, OBJECTIVES and FOCUS

The IA RTE will aim to provide snapshots of the current situation, including real-time feedback and learning to the HCT, local IASC, clusters, INGO's, Government of Haiti at national, department and provincial level and national NGO's involved in the humanitarian response. In general terms, the IA RTE Haiti Phase II will focus in a forward-looking manner on inter-agency coordination problems or operational bottlenecks during the ongoing transition phase, so as to enable the adoption of corrective actions as needed.

The evaluation will in this way support the ongoing operational planning of the Humanitarian Country Team (HCT), which will be the most immediate user of the feedback and recommendations.

The primary end users of are in-country agencies and staff engaged in the humanitarian response. Secondary users include management outside the country of operation, especially at headquarters levels. Thirdly, recurring lessons should emerge for a global humanitarian audience.

The evaluation will identify the extent to which the current overall response achieved or did not achieve key objectives including addressing in a timely and meaningful way the needs of all segments of the affected population. The key objectives are to:

- Provide lessons for the ongoing response with a focus on coordination, sector analysis, and durable solutions;
- Examine options for integrating humanitarian response structures into government-established mechanisms (“tables sectorielles”); and
- Identify lessons learned and good practices with regard to community based approaches and service delivery in strategic locations.

The **following issues form the focus** of the evaluation:

- ⇒ **Main sectoral achievements, coverage and gaps**
- ⇒ **Consistency and connectedness** of the goals of the humanitarian response with those of the counterparts
- ⇒ **Coherence of mandates, structures and operational modalities** of various coordination mechanisms established
- ⇒ **Exit / transition strategies of clusters** and options for linking/merging them into government structures
- ⇒ Structural **constraints and their impact on the aid effectiveness**: e.g. lack of policies, laws, land ownership issues, government capacity
- ⇒ **Sustainability of basic service provision** by NGOs and the UN in the context of drying up of **funding** for humanitarian needs and major actors leaving
- ⇒ **Information** availability for decision-making

4. METHODOLOGY

The applied methods for IA RTE shall be light and participatory but rigorous as well. The evaluations will be conducted by team of independent consultants. The evaluation will be carried out through analyses of various sources of information including desk reviews; field visits; interviews with key stakeholders (affected population, UN, / I/NGOs, donors, governments) and through cross-validation of data. While maintaining independence, the evaluation will seek the views of all parties, especially the affected population. The evaluation team will serve as ‘facilitator’, encouraging and assisting field personnel, both individually and collectively, to look critically at their operations and find creative solutions to problems.

In order to best prepare the evaluation team for the upcoming evaluation, members of the IA RTE Management Group will provide them with relevant information and also request relevant data from the HCT in this regard (Situation Reports, Needs Assessment Reports, Key Messages, timelines of key decisions, HCT & Cluster meeting minutes, main contact lists of key humanitarian stakeholders). The data will be handed over confidentially to the evaluation team to carry out a desk review well in advance of the field mission.

5. STAKEHOLDER INVOLVEMENT

The evaluation team will engage with staff from UN agencies, international NGOs, national NGOs, national stakeholders, government and donor organizations, as well as military actors. The team will acknowledge the significant workload already borne by in country staff and endeavor to ensure that any staff resource allocations to the evaluations are minimized and that the IA RTE is carried out with a ‘light footprint’ –the evaluation team will be expected to be as self-sufficient on the ground as possible – while at the same time keeping country staff informed of key developments (e.g., the date and location of debriefs so they can plan accordingly).

Interagency technical and policy support will be provided through the IA RTE Support Group. .

The team will report its findings to all members of the HCT (Clusters, IASC locally) and their international and local counterparts (including Red Cross and Red Crescent Societies, IOM, local NGO’s, the Government, etc.) in Haiti prior to leaving the region. Presentations in Geneva and/ or New York will follow within two weeks of the consultants’ return from the field mission.

6. MANAGEMENT ARRANGEMENTS

The IA RTE will be overseen by the IASC IA RTE Support Group. Day-to-day management of the evaluation will be led by a smaller Management Group (MG). The MG is chaired by OCHA and includes the following members FAO, IFRC, IRC, UNICEF and OCHA, with the participation of DFID for the DAC Haiti Evaluation Task Force.

MG members will be expected to:

- Manage the entire evaluation process (including financial resource mobilization, team recruitment, reviewing the inception report, participate in the survey design, reviewing draft reports) for the particular phase;
- Offer in-country support during critical phases of the evaluation and travel to Haiti as needed;
- Monitor and assess the quality of all outputs on the evaluation;

- Provide guidance and institutional support to the external consultant(s), especially on issues of methodology;
- Approves the final IA RTE report;
- Represent the participating Agencies in discussion with the consultant(s) conducting the IA RTE;
- Represent the participating Agencies of the evaluation in dealings with the UN Country Team, Donor representatives and NGO communities.
- Keep the IA RTE Support Group advised on key developments throughout the evaluation

The evaluation team selected for the IA RTE will report to the MG.

All evaluation products will first be submitted to the Management Group and will then be shared with the wider IA RTE Support Group.

7. EVALUATION TEAM: Competency and Expertise Requirements

The evaluation will employ the services of a consultant company / research institute which will probably consist of a team of 2-3 international and 1-2 national consultants. Consultant team will embody the following collective experiences:

- Proven senior-level experience and ability to provide strategic recommendations to key stakeholders;
- The evaluation team should include development, capacity building, and urban planning experts
- Excellent knowledge of relocation strategies and reintegration, recovery and capacity development. Familiarity with issues of transition in fragile states. Understanding of the private sector and recovery agencies (i.e., World Bank, IADB). Knowledge of anthropology would be desirable.
- Good knowledge of strategic and operational management of humanitarian operations, preferably in Haiti; the ability to bring on board national consultants(s) from Haiti would be an asset;
- Good knowledge of humanitarian system and its reforms, including of UN agencies, IFRC, NGOs, and local government disaster response structures and systems;
- Demonstrated experience in conducting evaluations of humanitarian programmes and the capacity to work collaboratively with multiple stakeholders and on a team;
- Strong experience in key sectors and/or in cross-cutting issues;
- Strong analytical skills and ability to clearly synthesize and present findings, draw practical conclusions and to prepare well-written reports in a timely manner;
- Strong workshop facilitation skills;
- Excellent writing and presentation skills in English and French; and
- Immediate availability for the period indicated.
- Evaluation teams should be gender and age balanced

8. REPORTING REQUIREMENTS AND DELIVERABLES

1. **Field visits** to Port-au-Prince, Departments du Sud / Sud-Est, Department de l'Ouest to gather information and evidence on questions and issues laid out in this ToR (Field visits will take place during a 3-week period).
2. Draft executive summary of the report, containing a matrix of findings, conclusions and recommendations.

3. A series of presentations and **lessons-learnt workshops** to HCT in Haiti on all levels (main capital and departments Jacmel and Leogane). The workshops should be carried out after completion of draft executive summary of the IA RTE report. The purpose of the workshops is to present and discuss findings, conclusions and recommendations and reformulate them if necessary and to identify key stakeholders and timelines to responds to these recommendations.
4. **An outcome summary** (2-5 pages) of proceedings of the workshops, to be completed within one week after they take place.
5. A **draft IA RTE** report, to be completed within 2 weeks after the field mission. Draft report will be submitted to the HCT and IA RTE Management Group, who will be afforded 7 days to comment. The document will subsequently be disseminated to a wider audience for comment.
6. A **final RTE report** containing an executive summary of no more than 2,000 words and a main text of no more than 10,000 words, both inclusive of clear and concise recommendations. The outcome summary of workshops proceedings shall become an integral part of the final RTE report. Annexes should include a list of all individuals interviewed, a bibliography, a description of method(s) employed, and any other relevant materials. The report will be submitted two weeks after the completion of the field mission.
7. A matrix outlining comments received to the draft evaluation report, whether they were accepted, partially accepted or rejected, and if partially accepted or rejected, the rationale for that decision.

The evaluation team is solely responsible for the final products. While maintaining independence, the team will adhere to professional standards and language, particularly that which may relate to the protection of staff and operations. Direct consultations with affected populations will be a formal requirement of the evaluation unless security conditions are overriding. Additionally, agencies at the country level and the IA RTE Support Group will be consulted prior to the dissemination of any products emanating from the evaluation.

All analytical results and products arising from this evaluation will be owned by the IASC RTE Support Group. The team leader and/or members will not be allowed without prior authorization in writing to present any of the analytical results as his/ her own work or to make use of the evaluation results for private publication purposes.

All external evaluation reports will also be submitted to ALNAP for inclusion in the regular meta-evaluation process that rates the quality of evaluation reports.

How to apply

Interested consultants should submit an expression of interest to ochaesu@un.org.

Reference: IA RTE_Haiti_Phase 2.

The application should contain the following:

1. CV and UN P-11 of candidates
2. Letter expressing interest and clearly identifying how the candidate meets each of the criteria/skills listed above

Only short-listed candidates will be contacted. Contracting is subject to funding.