



## Term of Reference

### Final Evaluation Program Study Haiti –Northern WPA-HT02 Date of posting: July 19, 2024.

<b>Project Name</b>	WPA HT02 Haiti, Northern WPA
<b>Purpose</b>	WPA-HT02 Final Evaluation
<b>Dates</b>	Start: September 1st, 2024, End: October 30th, 2024.
<b>Contract Length</b>	60 Days
<b>Location</b>	Plaine du Nord & LWI office at Bonnay Dugal, Quartier Morin
<b>Required Language</b>	French, Haitian creole, English
<b>Apply By</b>	August 22, 2024, 23h59 at <a href="mailto:haitirecruitment@water.cc">haitirecruitment@water.cc</a>

## 1. BACKGROUND

Living Water International exists to demonstrate the love of God by helping communities acquire desperately needed clean water, and to experience "living water"—the gospel of Jesus Christ—which alone satisfies the deepest thirst.

Since 2013, Living Water has been working in the western region of Haiti drilling, repairing, and teaching hygiene and sanitation (H&S) in Cabaret, Croix-des-Bouquets, Ganthier, Thomazeau and Leogane, and in the Northern region providing water and H&S training to Dondon, Plaine du Nord, Trou du Nord, Limonade, Quartier Morin and Acul du Nord, etc.

The Northern Department of Haiti has 19 municipalities with a population over 1 million people. The region's economy is dominated by the agricultural sector which employs approximately 60% of the workforce while the rest are left to fend for themselves in the informal sector. The region is plagued by natural disasters (i.e., floods). As a result, agricultural output has decreased significantly causing disequilibrium between supply and demand for food. The north department has a total population of 1,067,177 inhabitants. From the 2015-estimated population, 528,302 inhabitants live in rural area (*IHSI, 2015*). That to say, about 50% of the population are rural, and lack access to basic services, as clean water and sanitation, electricity, healthcare, etc. The north department has an extension of 2,114.95 square kilometers, for an average demographic density of 505 inhabitants/SKM (*IHSI, 2015*).

Plaine du Nord, host of the WPA HT02 from July 2019 to June 2024, is located at 19° 41'N 72° 16' W and has a population of 41,255 inhabitants supported by 100.69 square kilometers. The population density is 410/km<sup>2</sup>. The inhabitants live in a total of 8,390 households, 61% of them are located at the communal sections level. The municipality has the town named after the commune, an urban area called Robillard, and four communal sections:

1. Morne Rouge,
2. Basse Plaine Urban,
3. Grand Boucan urban,
4. Bassin Diamant.

## 2. Challenges

Poor health conditions remain one of the biggest challenges in the Haitian communities that primarily affect children and women. The health situation is characterized by a predominance of diseases linked to poor hygiene and unsafe water. Each year children die from diarrheal diseases, caused by deficiencies of drinking water, but also by poor hygiene conditions and practices. Moreover, the lack of drinking water points near homes has a negative effect upon school attendance. This is due to the amount of time women and children must set aside to retrieve water for the household. This takes away from the amount of time children spend in education and results in women being less productive during the day.

The limited access to potable water and sanitation services is severe over the entire country. It is estimated that 34% of the entire population lacks access to improved sanitation facilities<sup>1</sup> and 47% lacks access to basic healthcare<sup>2</sup>. Open defecation in rural areas is 31% and urban areas have 8% open defecation<sup>3</sup>. These are the figures from the country in general but in Plaine du Nord it is not very different.

One of the biggest challenges in the North is that the most needed and vulnerable municipalities in term of water access and sanitation are in mountainous area, where drilling is difficult and cost inefficient. The main city of the northern department is facing another big challenge, fighting with trash collection and management. Sanitation systems in Cap Haitian and surrounding communes is very poor, not to say inexistent. Another challenge is water wells drilled by other organizations are not of high quality as LWI water systems. According to the TEPACs of Plaine du Nord, almost all the existed wells drilled by other organizations and the communities are less than 50 feet and some are hand dug wells.

According to Living Water's baseline study of the three focus sections of the municipality of Plaine du Nord, 35% of households practiced open defecation, 70% of the population had never received training on hygiene and sanitation, and an average 50% of water systems were contaminated across the surveyed communal sections. These are considered the major issues that the WPA was

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<sup>1</sup> WHO/UNICEF JMP, 2020. Retrieved from: <https://washdata.org/data>

<sup>2</sup> WHO/UNICEF JMP, 2012.

<sup>3</sup> WHO/UNICEF JMP, 2020. Retrieved from: <https://washdata.org/data>

addressing in Plaine du Nord, in alignment with national government priorities to meet SDG 6. The Plaine du Nord WPA aims to help to the physical and spiritual health of people by improving water access for 32,250 people, promoting good hygiene and sanitation practices to approximately 25,800 people (adults and school children), and mobilizing churches and communities to actively engage in WASH. The focus of the WPA is on behavior change, seeking to involve possible local stakeholders (clinics, churches, and schools) to take part and lead hygiene and sanitation promotion activities. Also, at least 17 schools will experience WASH in school and transform into the category of School Friend of Hygiene by establishing school hygiene clubs and promoting hygiene and sanitation best practices in their communities.

The practice of Integral Mission by local church is considered a long-lasting component of the WPA, envisioning the Church as a champion for an enabling environment for sustainable WASH services and the development of the community, aligned to LWI's theory of change. The program sought to involve church leaders in the WASH development market through a Pilot Business initiative promoting WASH business ideas among water management bodies.

To ensure high-quality outputs during the program life cycle, the program's monitoring and evaluation strategy includes periodic monitoring of targets and program processes, staff learning activities, a midterm evaluation in 2021, and an end line evaluation in 2024.

### 3. Response

Based on the Living Water Haiti strategic plan, baseline findings, Plaine du Nord WASH context and the expectation of local stakeholders and communities, the WPA HT02 put focus on the following pillars of implementation:

- ✓ Social engineering (software) and infrastructure (hardware) activities are being implemented together to ensure success, community involvement, and sustainability. Specifically, the program requires considerable investment sensitizing and mobilizing the community to take ownership of their water and sanitation services, rights, and responsibilities.
- ✓ Water access is being provided by:
  - » A particular focus on rehabilitation of much of the already existed and dysfunctional water points, meeting Living Water quality standards. In some areas, dysfunctional complex water system services will be restored. Also, new water systems will be built in communities without the basic service level and in replacement of existing water point which does not meet LWI QS.
  - » Special attention is given to preventing water contamination from surface water, animal husbandry practices, and human feces, throughout strengthening environmental care around the water points.
  - » There is a current appetite for the water market approach from OREPA and donors like DAI and IDB. Therefore, the program seeks to engage local stakeholders and water committees from the beginning, through a holistic water system management approach that includes a water market vision and incorporating the lessons learned

from the Cabaret WPA. A pilot project on a WASH business project initiative managed by the water management body will be implemented.

- ✓ The focus is on sanitation facilities at schools to reinforce and support the WASH at school program of the ministry of education. Children having access to improved sanitation facilities during school time are potential mobilizers/sensitizers to tackle the open defecation situation and influence their parents to invest in basic or improved sanitation facilities. Church leaders are engaged in addressing the lack of proper sanitation practices. Together with the churches, the program tries to incentivize church leaders to promote that church members invest in a primary or improved sanitation facility according to their financial means. The sanitation work is in line with DINEPA policy, which is against providing free sanitation facility to households. The household must invest in their basic/improved sanitation infrastructures.
- ✓ The program works through a multi-stakeholder approach to promote good hygiene behavior. The hygiene promotion activities will involve local clinics, schools, churches, water management bodies/service providers in the community and the school's health club methodology.
- ✓ Based on H&S needs in Plaine du Nord, the program promotes a behavior change approach via LWI traditional hygiene and sanitation methodologies (CLTS, CHAST, etc.). Also, community and school health clubs are being installed to ensure that H&S best practices are applied. To ensure a long-lasting impact, the program seeks to partner with local clinics, that are already sensitizing community members on hygiene best practices.
- ✓ Training on Integral Mission to local church leaders is a key component of the WPA, envisioning the Church as a champion for an enabling environment for sustainable WASH services and the development of the community, as part of LWI's theory of change.

**This consultation aims:**

Conduct the final evaluation study for the northern WPA-HT02, with the aim to understand how the program achieved its outputs and objectives, assess outcomes and long-term impact, and identify lessons learned to enhance future WASH (water, hygiene, and sanitation) initiatives for Living Water International.

**4. Stakeholders**

1. *Living Water International (Regional and Global office)*
2. *Living Water Haiti (Northern Office)*
3. *DINEPA/OREPA North*
4. *The ministry of Public Health and Population-North departmental office*
5. *Municipality officials of Plaine-du-Nord*
6. *Water point management committees*
7. *Hygiene and sanitation clubs*
8. *Wash commissions in churches*
9. *Church leaders and organization*

10. *Local NGOs around interest*
11. *The ministry of National Education-Scholar District of l'Acul-du-Nord.*
12. *Schools' principals*
13. *Post program infrastructure monitoring committee*

## 5. Overview of the program Objectives

The Plaine du Nord WPA aims to improve the physical and spiritual health of 32,250 people in three selected communal sections in Plaine du Nord through mobilizing churches and communities to improve water access through 158 water systems and promote good hygiene and sanitation practices of approximately 25,800 people (adults and school children). Also, 17 schools must experience WASH in school and transform into the category of School Friend of Hygiene by establishing school hygiene clubs and promoting hygiene and sanitation best practices in their communities.

The program strategy relies on six (6) different outcomes as part of the LWI 2040 global plan, and in alignment with goal six (6) of the Sustainable Development Goals for 2030.

- Outcome 1: Increased access to safe water.
- Outcome 2: Improved sanitation practices inside the WPA.
- Outcome 3: Improved hygiene practices inside the WPA.
- Outcome 4: Increased proclamation of the Gospel of Jesus Christ.
- Outcome 5: Increased local church engagement in the community.
- Outcome 6: Increased local community engagement in sustainable WASH development.

## 6. Scope of the Consultancy

- Conduct the final study for the WPA-HT02 in alignment with LWI guidelines and the baseline study. This includes technical assessments, qualitative data collection from key informant interviews and focus group discussions, and quantitative data collection from households, schools, churches, and clinics.
- Present statistically informed comparisons from baseline to showcase changes
- Write and present the evaluation study report in English and French comparing results with the baseline study and midterm evaluation data
- Highlight changes that will enhance future program implementation process
- Present deep statical analysis on the WASH changes in the communities

## 7. Methodology

Describe the methodology that will be used. Below is a list of required research and types of surveys. These include:

- Desk review of the WASH program documents including the baseline report, midline report and the evidence of activities implemented during the life cycle of the program.
- Key informant interviews with OREPA, Municipality officials, health professional and workers, school principals, local authorities (ASEK/KASEK), church leaders, other NGO's, etc.

- Focus group discussions with key informants, government entities and other WASH-related organizations on topics like water access and quality, hygiene and waterborne diseases, sanitation, etc.
- Household surveys in alignment with the baseline study, and midline-LWI has a household survey that can be contextualized for use in Haiti.
- Institution surveys
- Water point survey

Based on an informed consent process, household surveys should collect data on key indicators from a representative, randomly selected, and statistically significant sample of households/community members in the WPA, with a 95% confidence interval and a 5% margin of error.

## 8. Results & Timeframe

Below is a list of required deliverables.

- Provide a timeline for each deliverable listed below.
- A protocol of research
- An inception report with a detailed methodology and work plan
- Raw data from household surveys, cleaned and coded data.
- A code book that provides details of analysis and/or clear syntax from the statistical software.
- Raw qualitative data (transcript, notes, recordings) shared in readable format
- Presentation of results.
- Final Report that incorporates findings from all the research, and recommendation of improvement for future program

## 9. Timeframe:

The Final Report is due on October 30<sup>th</sup>, 2024. The inception report with the final methodology is due on September 15<sup>th</sup>, 2024.

	Contractor	Living Water Haiti
<b>Timeline of deliverable</b>	X	
<b>Protocol of research</b>	X	
<b>Inception report</b>	X	
<b>Questionnaire review or development</b>	X	
<b>Sampling methodology</b>	X	
<b>Survey enumeration</b>	X	
<b>Data cleaning and coding</b>	X	
<b>Data analysis</b>	X	
<b>Report writing</b>	X	
<b>Data collection tools (e.g., mobile app) Kobo Toolbox can be provided by Living Water to the consultant</b>	X	

<b>Access to program documents (Northern WPA identification report, WPA-HT02 production and implementation report)</b>		X
<b>Introduction to partners, management bodies, and others, Living Water national and northern staffs</b>		X
<b>Review of contractor deliverables, including inception report, data collection tools, sampling methodology, and report</b>		X
<b>Final Report</b>	X	

## 9. Sample and Population

Provide more details on the factors that need to be considered when selecting samples for the household and institutional surveys. The sampling method must represent more precise estimates of the population as well as possible. Each factor or indicator being assessed must be an acceptable representation of the population through the sample. This can include:

- Number of households targeted in the WPA
- Number of schools comparing to the total legally recognized by the Education district of the area
- Number of health clinics / hospitals
- Number of administrative districts/communal section and population of each
- Number of Water point management committee
- Etc.

The consultant needs to consider that typically, Living Water do sample of the households, but collect data on the entire number of schools, health clinics, and water points.

## 10. Language

The research will be conducted in Haitian Creole and French. All reports and presentations must be in English and French.

## 11. Qualifications

- At least a master level in a research related field
- Proven experience conducting WASH evaluations
- Experience with technical writing
- Good time management
- Good communication skills
- Previous experience in conducting household surveys
- Demonstrated understanding of WASH, community management, and church mobilization
- Understanding of the area and people
- Experience with quantitative and qualitative data analysis
- Ability to travel to communities
- Proven experiences working in rural communities



## 12. Obligations

### 12.1 Consultant

- Adheres to Living Water's code of conduct
- Conduct the consultancy as per agreements in ToR<sup>4</sup> and contract, and if modifications are necessary, bring to the attention of the Living Water prior to making any changes
- Protect the raw data from the research and provide it to Living Water Haiti

### 12.2 Living Water Haiti

- Ensuring access to communities
- Providing documents for a desk review
- Presentation to stakeholders and partners

### 12.3 Communication

- Point of contact for Living Water Haiti: Program Manager and Monitoring, Evaluation & learning Officer
- The contractor should provide reports in the following manner: Each step completed must have a draft and a final deliverable (protocol of research, inception report, survey testing report, data collection, draft evaluation report, final report document, etc.)
- The preferred type of communication is through emails and virtual meetings, but presential meetings, and presentations for staffs will be considered if needed.

## 13. How to Apply

- Develop a technical proposal and a financial proposal
- Send both proposals along with the consultant documentation by email at: [haitirecruitment@water.cc](mailto:haitirecruitment@water.cc)
- The technical proposal should include:
  - Profile of the consulting firm / contractor
  - CV for key personnel
  - Cover letter for the team
  - Implementation plan
  - Timeline
  - Methodology
  - Deliverables
  - Data collection plan
  - Data analysis plan
- The financial proposal should include:
  - Cost of consulting services
  - Travel expenses
  - Other expenses
- Provide examples of relevant past experiences

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<sup>4</sup> Term of Reference



#### 14. Review Process

Each proposal will be judged on the quality of technical proposals, previous work experience, and financial competitiveness. The technical proposal will be reviewed and scored prior to reviewing the financial proposal.

Table of Scoring

<b>Technical Evaluation</b>	<b>80 pts</b>	
Research experience	15 pts	3 points for each similar experience
WASH experience	15 pts	3 points for each similar experience
Experience in development program	10 pts	2 points for each similar experience
Quality of previous reports	10 pts	Judged by review team
Methodology proposal	20 pts	Judged by review team
Quality of proposed team	10 pts	CVs judged by review team
<b>Financial Evaluation</b>	<b>20 pts</b>	Should be proportional to the work proposed and to other financial proposals.
<b>Total</b>	<b>100</b>	

*Note: The review team is composed by the Director of MEL at the global office, LAC Regional program officer, LWI-Haiti MEL officer, and LWI-Haiti Program manager.*

#### X. ANNEXES

Annex 1. Northern WPA Identification Report

Annex 2. WPA HT02 Baseline report & midterm evaluation report

Annex 3. WPA-HT02 Design document

Annex 4. LWI production and Activity report of the WPA HT02 from July 2019- June 2024

Annex 5. Guidelines for Living Water International **WASH Program Area Evaluations**