International Organization for Migration (IOM)

The UN Migration Agency

TERMS OF REFERENCE (template)
Version 1
September 2021

FOR THE CONSULTANCY CONTRACT OF: _____

1. **Nature of the consultancy:** Ex-Post Evaluation for project "Development of a Migration Health Interactive Map for the Mesoamerican Region". Category B.

2. **IOM Project or IOM Department to which the Consultant is contributing:** Migration and Health Department/Monitoring & Evaluation Department. Project MA.0460: Development of a Migration Health Interactive Map for the Mesoamerican Region

3. **Tangible and measurable outputs of the work assignment**

The draft final report will be written and shared with relevant colleagues, the Project Manager, the Regional Thematic Specialist for Migration and Health, the Regional Monitoring and Evaluation Officer as well as the Fund for comment. Once all comments are addressed, the final report will be presented to the regional office and the Fund. The evaluator will be expected to deliver the following products:

  1. Inception report including an evaluation matrix
  2. Presentation of preliminary findings to relevant stakeholders
  3. Draft evaluation report (according to IOM format)
  4. Final Evaluation Report in Spanish
  5. A "Evaluation Learning Brief" using IOM´s template
  6. A first draft Management Response Matrix

4. **Performance indicators for the evaluation of results**

Each deliverable will be appraised by the project manager who will approve the products in terms of quality and alignment to the scope of the evaluation.

5. **Experience and/or skills required**

Education and Experience

- At least 5 years of experience in conducting project and program evaluations.
- Sound experience with both quantitative and qualitative research methods and analytical tools.
- Advanced university degree (Master´s degree or equivalent) in evaluation, social science, public policy, development studies, or related fields.
- Demonstrated understanding of migrant health, data analysis, and data visualization.
- Experience with global, regional, or local data landscape on migrant health data.

Competencies

- Excellent analytical, oral, and written communication skills in Spanish. Working knowledge of English an added advantage
- Experience with remote / virtual data collection.
- Ability to create graphic visuals on key findings.
- Experience in technical and analytical report writing.
- Experience in leading an international research project.
- Experience in working in complex institutional environments.
- Displays cultural, gender, religion, race nationality and age sensitivity and adaptability.
- Sound knowledge of the region Mexico Central America and the Caribbean.

Ability to work with minimal supervision and to meet deadlines.

6. **Travel required**

None.

7. **Annexes**

Evaluation Context

Established in 1951, IOM is the leading intergovernmental organization in the field of migration and works closely with governmental, intergovernmental, and non-governmental partners. IOM is dedicated to promoting humane and orderly migration for the benefit of all. It does so by providing services and advice to governments and migrants.

Migration management is a process that requires more coordination and consensus between the countries. The generation, systematization and access to information and data related to migration serves as the basis to guide the efforts of the States in the development of migration policies based on

evidence. In turn, evidence-based migration policies are an inherent part of good migration governance. Information and data, on the one hand and policies based on them, are essential elements for the fulfillment of goals 10.7 and 17.18 of the 2030 Agenda.

However, there are multiple challenges to ensure the availability of up-to-date and real-time information and data on migration. In addition, there are obvious limitations in the coordination between countries for the exchange of them.

The IOM Development Fund (IDF) provides a unique global resource aimed at supporting developing Member States in their efforts to strengthen their migration management capacity. The fund, through "seed funding" for innovative projects has addressed the capacity-building needs of eligible Member States.

The project **"Development of a Migration Health Interactive Map for the Mesoamerican Region"** aimed to combine facilitated access to strategic information on migration and health to strengthen stakeholders' capacities to use this information to develop robust health policies and actions that protect migrants' right to health, in line with international recommendations and standards. The project proposed to do so through the development of a Migration and Health Interactive Map to facilitate access to complex migration and health data with an easy-to-use interactive tool for a broad range of users. The development of an executive capacity-building project strengthened the beneficiaries' capacity to use the data available in the Interactive Map to develop evidence-based, gender-focused and migrant-sensitive public health policies and projects in Mesoamerica.

As per the Fund, all projects must undergo an ex-post evaluation commissioned by the Fund.

Evaluation purpose

The overall purpose of this external ex-post evaluation is to assess the relevance of project design, coherence of the interventions in relation to other interventions, the effectiveness and performance of the project, the efficiency of project management and implementation, the impact and sustainability of the project. Additionally, the evaluation will draw out lessons learned and good practices that will inform the development of future projects. Cross-cutting themes such as gender mainstreaming will be analysed when relevant. The donor will use the findings of the evaluation in its decision-making on the use of the Fund as seed funding, and on regional project management, and IOM staff and the Regional Thematic Specialists will use the results to inform future programming.

Evaluation scope

The evaluation will cover the period of the project implementation from October 1st, 2019, to 31 October 2021, and will analyse all activities delivered including all capacity-building trainings, development of the interactive tool, coordination efforts and others. The evaluation will also include all content made available on the interactive tool. The evaluation should focus on the countries covered by the project: Costa Rica, Dominican Republic, El Salvador, Honduras, Guatemala, Mexico, and Nicaragua.

Evaluation criteria

Given these purposes this evaluation will cover relevance, effectiveness, efficiency, coherence of the

interventions, impact, and sustainability. The analysis will also cover the relevance of the data made available on the interactive health map for the targeted beneficiaries. The specific evaluation questions are below.

Evaluation questions

Relevance

- To what extent were the needs of beneficiaries and stakeholders considered during project design?
- Was the project designed based on a solid rationale/needs assessment?
- Are the project activities and outputs consistent with the intended outcomes and objective?
- Is the project aligned with and supportive of IOM national, regional, and/or global strategies and the Migration Governance Framework and the Strategic Results Framework?
- Are the data collected and made available on the interactive map relevant to the initial intent and for use by the targeted beneficiaries?
- To what extent does the project contribute to the achievement of the goals set out by the Global Compact for Migration (GCM)?
- To what extent does the project contribute to advancing the Sustainable Development Goals (SDGs)?

Effectiveness

- Have the project outputs, outcomes, and the objective been achieved in accordance with the stated plans and results monitoring matrix?
- Was the collaboration and coordination with stakeholders effective?
- Are the target beneficiaries able to easily access and use the content and information they are looking for on the interactive health map?

Efficiency and cost effectiveness

- Were the activities implemented according to the schedule of the project work plan? If not, what were the reasons and the steps taken to complete them?
- Were challenges in project implementation identified and addressed quickly and appropriately?
- Were the project expenses incurred in line with the agreed budget, and were the costs incurred consistent with the project strategy?
- To what extent were resources efficiently used to achieve results?

Impact

- What intended or unintended positive effects were produced by the project?
- What negative and unintended effects were produced by the project, if any?

- For both cases, does the impact come from the project activities, from external factors or from both?

Coherence

- Were project activities coordinated with other actors? To what extent?
- Was the development of the health map coordinated with other actors to avoid duplication of efforts and take advantage of available synergies?

Sustainability
- Did the project take specific measures to guarantee its sustainability? How was this supported by partners and by IOM?
- What are the major factors affecting sustainability?
- Are there structures, resources, and processes in place to ensure that benefits generated by the project continue without external support?

Gender Mainstreaming

- Does all relevant data on the interactive map consider different gender roles, sex, and age, and are any disparities relating to the data, project targets and/or results analyzed accordingly?

Evaluation methodology

The methodology will involve a combination of desk review and in-depth interviews to gather and triangulate data from beneficiary and partner perceptions with project data (primary and/or secondary quantitative data).

The following methodology is proposed:

1. Document review:

Project documents, mid-term, and final reports; contracting consulting services documents (including Terms of Reference); reports and consulting products; published documents; concept notes for activities and workshops; lists of participants of activities and workshops; data around the usage of the tool, such as user profiles, number of users, users' geographical location, and other deemed relevant.

2. Key informant interviews:

Semi-structured interviews will be carried out with the actors involved in the planning and implementation of the project. It is made up of members of the project's reference group. The sample will be defined together with the evaluator.

Below is a proposal from the key informants that will be adjusted with the evaluator:

1. Focal Points per country that participated in the project's activities (7 countries)
2. Stakeholders from INCOSAMI (Joint Initiative on Health and Migration)
3. Stakeholders consulted for the development of evidence-based, gender-focused and migrant-sensitive public health policies and programmes
4. IOM staff that implemented the project

Ethics, norms, and standards for evaluation

The evaluation must follow the IOM Data Protection Principles, UNEG norms and standards for evaluations as well as the UNEG code of conduct, and relevant ethical guidelines.

Proposed Evaluation Workplan

Activity	Days	Responsible
Desk review	10	Evaluator
Inception report with Evaluation Matrix	5	Evaluator
Data collection	10	Evaluator
Information processing and preparation of initial draft report	15	Evaluator
Initial report draft review	10	**Project Coordinator / RO San José / Donor**
Final Report Evaluation Learning Brief + Management Response Matrix	10	Evaluator

Evaluation budget

A total budget of USD 5,000 has been allocated for the ex-post evaluation of the Project. The budget covers all expenses related to the evaluation process, including translations, data analysis, graphic design, among others. Applications exceeding this budget will not be considered.

How to apply:

The candidate should send his / her application through the following email rosanjosevacancies@iom.int , using as Subject **"Consultancy: Ex-Post Evaluation for project"**.

The application must include:
- Curriculum with three references.
- Letter of interest.
- Work permit if aplicable (For foreigners based in Costa Rica).