TERM OF REFERENCE (TOR)

Consultancy:	**End of Project Evaluation**
Project Name:	Project: Sustainable Eco=Friendly Home (SEFH)
Location:	Mayuge and Kumi districts
Donor:	Donor: Foster Foundation
Duration:	Duration: 1 year (from October 2024–September 2025)
Issue date:	15th September 2025

1.0. Background

Habitat for Humanity Uganda (HFHU) began operations in 1982 as part of the global Habitat for Humanity network, with a mission to provide affordable, decent shelter to vulnerable populations across Uganda. Over the decades, HFHU built, rehabilitated, and repaired more than 40,000 homes, directly improving the lives of over 240,000 people. The organization became widely recognized for its commitment to serving families living in extreme poverty, offering not only housing but also access to basic services and tenure security. Through its integrated approach, HFHU contributed meaningfully to Uganda's National Development Plan and advanced Sustainable Development Goal 6 by promoting sustainable housing and improved living conditions. Between October 2024 and October 2025, HFHU implemented a climate-resilient housing project in Mayuge and Kumi districts with funding from the Foster Foundation. The project constructed 30 eco-friendly homes using Interlocking Stabilized Soil Block (ISSB) technology, installed solar systems to meet basic energy needs, and established backyard gardens to support household nutrition. These interventions addressed critical gaps in housing poverty, energy access, and food security, while promoting low-carbon construction and environmental sustainability.

1.1. Project context

The construction sector contributes over 25% of global greenhouse gas emissions through cement production, fossil fuel consumption, and greenfield development. In Uganda's Eastern region, prolonged droughts and shifting climate patterns intensified housing poverty, where many vulnerable households lacked access to essential energy services and resilient infrastructure. The use of low-carbon construction methods, such as Interlocking Stabilized Soil Blocks (ISSB), offered a viable solution to reduce environmental impact while improving energy efficiency and household resilience. However, most families continued to rely on paraffin for lighting and firewood for cooking, which limited their ability to adapt to climate shocks and maintain sustainable living conditions.

A previous Foster Foundation grant supported the construction of 30 eco-friendly houses using ISSB technology in Kumi and Mayuge districts. The project benefited 150 vulnerable individuals and indirectly reached over 271,000 people with WASH and land tenure information. Despite these achievements, gaps remained in the adoption of energy-efficient technologies and sustainable food systems. Households lacked access to solar-powered lighting and backyard gardens, which left them exposed to energy insecurity and nutritional vulnerability. The absence of integrated housing solutions hindered efforts to improve living conditions and build climate-resilient communities.

1.2. Project Description

The *Sustainable Eco-Friendly Homes (SEFH)* project was a 12-month initiative funded by the Foster Foundation and Gratiot, implemented in Mayuge and Kumi districts, Uganda. The project contributed to the realization of Sustainable Development Goal 11 by promoting inclusive, safe, resilient, and sustainable human settlements. Its overarching impact was to improve the quality of life for vulnerable families through integrated housing, energy, and nutrition interventions.

To achieve this impact, the project pursued three core outcomes:

1. Improved physical and environmental living conditions for 30 vulnerable partner families.
2. Increased household access to affordable, eco-friendly energy solutions through solar systems and eco-cookstoves.
3. Enhanced household nutrition through the establishment of backyard gardens.

To deliver these intended outcomes, the project employed a set of targeted strategies. It constructed 30 eco-friendly houses using Interlocking Stabilized Soil Blocks (ISSB) - a cost-effective and environmentally sustainable technology. Each home was equipped with a 5,000-litre water tank, VIP latrine, and bathroom to support hygiene and water access. Solar lighting systems were installed to reduce reliance on paraffin, and beneficiaries received training in the production and use of eco-cookstoves to minimize firewood consumption and indoor air pollution. Additionally, households were capacitated with practical knowledge and tools to establish backyard gardens, to improve food security and nutritional outcomes.

1.3. The project target beneficiaries

The project primarily targeted highly vulnerable households, including persons with disabilities, child-headed families, elderly caregivers facing health challenges, and women-headed households such as widows and those managing chronic illnesses. These groups were prioritized to improve their housing conditions, energy access, and overall well-being through tailored support.

Secondary beneficiaries included local government officials and national ministry representatives across sectors such as land, housing, water, health, and agriculture. Their involvement aimed to ensure strategic alignment with national development frameworks and reinforce institutional support for sustainable impact.

Table 1. Target population

Category of respondents	District	Parish	Study population
Partner families	Mayuge		15
	Kumi		15
Sub Total			**30**
Households (General Community)	Kumi	Acede	286
		Kabukol	337
		Odotoi	215
	Mayuge	Kanyana	400
		Nakaswa	430
Sub Total			**1,668**
		Grand Total	**1,698**

2.1. Purpose of the evaluation

This end-of-project evaluation covers the full implementation period of the *Sustainable Eco-Friendly Homes (SEFH)* initiative. It is both summative and forward-looking, designed to generate actionable insights that inform future programming and strategic decision-making.

The evaluation will assess project design and implementation fidelity, including scope, relevance, and alignment with Habitat for Humanity Uganda's strategic priorities; Determine the extent to which intended outputs and outcomes were achieved, and evaluate the project's contribution to the overarching impact of improving sustainable human settlements. Examine elements of sustainability that can be scaled from the domains of eco-friendly housing, energy solutions, and nutrition practices. Identify lessons learned, implementation challenges, and best practices, synthesizing evidence to guide adaptive management and inform the design of subsequent programming phases.

In line with Habitat for Humanity Uganda's commitment to continuous learning, the evaluation emphasizes understanding what worked, what did not, and why- ensuring that future interventions are grounded in evidence and responsive to contextual realities.

2.2. Scope of the Evaluation

Content scope: The content will broadly cover households' access to environmental and physical living conditions, change related to access to energy efficient solution and household`s nutrition.

Geographical Scope: The evaluation will cover all implementation sites within Mayuge and Kumi districts, Uganda. These locations represent the full geographic footprint of the intervention, targeting 30 vulnerable partner families. Data collection will be disaggregated by district to capture contextual variations in delivery and outcomes.

Time Scope: The evaluation will span the entire 12-month implementation period, from project inception to closure. It will retrospectively assess planning, execution, and results, with a forward-looking lens on sustainability, replicability, and strategic learning for future programming phases.

2.3. Evaluation Criteria

The endline evaluation will assess project performance by comparing findings against baseline benchmarks, enabling measurement of progress, outcomes, and strategic shifts. The evaluation will be guided by the **OECD-DAC criteria**, ensuring a comprehensive and globally recognized framework for analysis. These criteria include; relevance, coherence, effectiveness, efficiency, sustainability and impact.

Table 2. Evaluation questions

Evaluation Criteria (OECD-DAC)	Description	Mandatory Questions
1. Relevance	Assesses the extent to which the project design and objectives aligned with the needs of target beneficiaries, national priorities, and donor goals.	1. *To what extent was the project design and objectives aligned with the needs of target beneficiaries?* - How responsive was the project to the housing, energy, and nutrition needs of vulnerable households? - How well did the project align with Uganda's National Development Plan and SDG 11?
2. Coherence	Examines the consistency and complementarity of the project with other interventions, policies,	2. *How well does the intervention fit in the overall internal and external context of Habitat for Humanity Uganda (HFHU)?* - How well did the project complement existing HFHU projects?

	and institutional frameworks.	- How well did the project complement existing government and donor initiatives in housing, energy, and nutrition? - Were there synergies or overlaps with other programs in the target districts?
3. Effectiveness	Evaluates the extent to which the project achieved its stated outputs and outcomes.	*3. To what extent were the planned outputs and outcomes achieved?* - Were the planned outputs (e.g., 30 ISSB houses, solar systems, backyard gardens) delivered as intended? - To what extent did the project improve living conditions, energy access, and nutrition for target families?
4. Efficiency	Assesses how economically resources (funds, time, expertise) were used to achieve results.	*4. How economical was the project resources being used to achieve results?* - Were resources used in a timely and cost-effective manner? - Did the project deliver value for money in terms of construction, training, and community engagement?
5. Sustainability	Reviews the likelihood that project benefits will continue after donor support ends.	*5. To what extent are the net benefits of the intervention continue or are likely to continue beyond the project lifetime?* - Are the eco-friendly homes, solar systems, and gardens being maintained by beneficiaries? - What mechanisms were put in place to ensure long-term ownership and institutional support?
6. Impact	Measures the broader, long-term effects of the project on individuals, communities, and systems.	6. What are the intermediate -term effects of the project on individuals, communities, and systems? - What changes occurred in the lives of beneficiaries beyond immediate project outputs?

		- Did the project contribute to improved resilience, reduced housing poverty, or environmental sustainability in the region?

3. Methodology

Accordingly, with the existence of a baseline report, the end-of-project evaluation will employ a cross-sectional approach, leveraging mixed-methods to incorporate both qualitative and quantitative techniques to ensure a robust and multidimensional assessment of project performance, outcomes, and impact. This approach will facilitate triangulation across data sources, stakeholder perspectives, and thematic areas, thereby enhancing the credibility, validity, and utility of the findings for adaptive management and donor reporting.

The consultant/ firm is expected to develop a detailed and context-specific study methodology that responds to the evaluation objectives, aligns with donor expectations, and reflects the realities of implementation in Mayuge and Kumi districts. The methodology should be participatory, inclusive, and sensitive to the needs of vulnerable groups.

2. Deliverables

(i) Inception report;

(ii) Draft baseline report;

(iii) Final end of project evaluation report. Two (2) hard copies and soft copy of the report 50 pages maximum (excluding preliminary pages and annexes).

(iv) Dataset (excel or SPSS upload) with raw data in soft copy.

3. Roles and Responsibilities

5.1. Evaluator

- Lead the design and execution of the evaluation methodology, including sampling strategy, data collection tools, and analytical framework.
- Conduct fieldwork, including interviews, focus group discussions, and document reviews, ensuring ethical standards and data integrity.
- Compare endline findings against baseline benchmarks to assess progress, outcomes, and impact.
- Prepare and submit key deliverables: inception report, draft report, final evaluation report, and presentation of findings.
- Prepare power point presentations summarizing the study findings, lessons and key recommendations. Participate & present in dissemination meetings when deem necessary.

5.2. HFHU (Commissioning and Implementing Organization)

- Provide strategic oversight and ensure the evaluation aligns with donor expectations, organizational learning goals, and MEAL frameworks.
- Share relevant project documentation, baseline data, and facilitate access to stakeholders, field sites, and beneficiaries.
- Coordinate logistical support including, field mobilization, and stakeholder engagement.
- Review and approve evaluation deliverables, providing timely feedback and ensuring quality assurance.
- Integrate evaluation findings into programmatic decision-making, donor reporting, and adaptive management processes.

6. Timeline

Stage of Evaluation	Key Task	Responsible	Number of working days required
Inception stage	Briefings of evaluators to orient the evaluators	MEAL Manager	4 working days
	Desk review of key documents	Evaluator/s	
	Finalizing the evaluation design and methods	Evaluator/s	
	Submit draft Inception report	Evaluator/s	
	Review Inception Report and provide feedback	Evaluation Review Team (ERT)	2 working days
	Incorporating comments and revising the inception report	Evaluator/s	2 working days
	Submitting final version of inception report	Evaluator/s	
	Review final Inception Report and approve	Evaluation Review Team (ERT)	2 working days
Data collection and analysis stage	Field data collection	Evaluator/s	7 working days
	Analysis and interpretation of findings	Evaluator/s	3 days
	Preparing a first draft report	Evaluator/s	4 working days

Synthesis and reporting stage	Review of the draft report with key stakeholders for quality assurance	Evaluation Review Team (ERT)	
	Consolidate comments from all the groups and submit the consolidated comments to evaluation team	MEAL Manager	
	Incorporating comments and preparing second draft evaluation report	Evaluation Team	2 days
	Final review and approval of report	Evaluation Review Team (ERT)	2 working days
	Final edits and submission of the final report	Evaluator/s	2 working days
		TOTAL WORKING DAYS	30 days

7. Qualifications and expertise required

Habitat for Humanity Uganda seeks to engage a qualified consultant to lead the endline evaluation. The ideal candidate should possess the following minimum qualifications and competencies:

- **Educational Background:** Advanced university degree in a relevant discipline such as Social Sciences, Community Psychology, Agricultural Science, Food and Nutrition, Adult and Community Education, Statistics, Development Studies, Environmental Science, Public Health, or other related fields from a recognized institution.
- **Technical Expertise:** Minimum of five (5) years of demonstrable experience in designing and conducting project or programme evaluations, with a strong emphasis on participatory research methods and quantitative analysis in rural contexts.
- **Thematic Experience:** Proven experience conducting research or evaluation in at least two of the following thematic areas: adequate housing, energy, and food & nutrition security.
- **Communication Skills:** Exceptional writing and reporting skills in English, with the ability to synthesize complex findings into clear, actionable recommendations for donor and stakeholder audiences.
- **Contextual Knowledge:** Strong understanding of the socio-cultural, economic, and institutional dynamics of the Busoga and Teso sub-regions in Uganda, including familiarity with key stakeholders and community structures.
- **Language proficiency:** Ability to communicate in Lusoga and Ateso is highly desirable and considered a significant asset for effective field engagement.

- **Availability:** Full-time commitment to the consultancy for the duration of the assignment is required, including availability for fieldwork, validation sessions, and timely submission of deliverables.

8. Mode of payment

The consultant will be paid by two installments as below: -

- 1st installment: 60% upon submission and approval of inception report & data collection tools; and a signed contract
- 2nd installment: 40% upon submission and approval of final report and all agreed upon products of the study.
- The consultancy fees will be subject to 6% withholding tax.

9. Proposals evaluation criteria

The technical and financial proposals will be evaluated according to the following criteria;

Criteria	Description	Max Score
1. Institutional Profile & Task Relevance	Alignment of firm/consultant's background with the assignment scope and thematic areas. Includes organizational capacity and prior experience.	5
2. Team Composition & Technical Skillsets	Qualifications, roles, and experience of proposed team members. Relevance to thematic focus, evaluation capacity, and field familiarity.	15
3. Interpretation of TOR	Depth of understanding and responsiveness to the Terms of Reference. Clarity of objectives and proposed evaluation logic.	20
4. Technical & Financial Proposal Quality	Coherence, feasibility, and methodological rigor of the technical proposal. Budget realism, cost-effectiveness, and alignment with deliverables.	50
5. Relevant Experience & Evidence of Past Work	Proven track record in similar evaluations. Includes report samples, contactable references, and demonstrated impact.	10
	Total Score	100

10. Mode of application

Firms or consultants who meet or exceed the requirements should submit their technical and financial proposal to: procomm@hfhuganda.org cc: noffice@hfhuganda.org not later than **26th September 2025;** at 5:00pm.

Address your application to Chairperson Procurement, HFHU. Any application submitted after the set deadline will not be considered.

Submission should include the following:

i. Technical and financial proposals for conducting the exercise, with a clear interpretation of TOR,
ii. A capability statement, including demonstrated ability to execute the assignment.
iii. Updated curriculum vitae of the consultant team; clearly spells out qualifications and experiences aligned to the tasks.
iv. Commitment that the consultant team or firm will be entirely engaged in consultancy if awarded.
v. Attach work sample (evaluation reports) from at least two recent organizations where the services of the consultant/ team or firm have been utilized (with reference contact).