

Terms of reference for End term Evaluation

Project: Social Inclusion of People with disability in Mekong delta

1. BACKGROUND

The Norwegian Mission Alliance in Vietnam (NMA-V) is an INGO that has been operating in the southern provinces, especially the Mekong Delta provinces of Vietnam for over 20 years. NMA-V's main thematic works are community development; social inclusion of people with disabilities (PWDs) including inclusive education for children with disability (CWDs); and micro finance for supporting poor women's economic development.

NMA-V started the project "Social Inclusion of People with disability (PWDs)" in Can Tho since 2016 under the cooperation with Can Tho Association of People with Disabilities (CAPD) with main strategic intervention to enhance social inclusion of PWDs aiming to reach the goal "the unprivileged and vulnerable groups are protected, engaged and empowered". From 2018 to 2022, NMA-V cooperated with DOET of Can Tho City and Hau Giang to implement the project of inclusive education for CWDs in Ninh Kieu, Binh Thuy, and Co Do Districts and Vi Thanh City. The project of inclusive education had initially brought certain achievements in raising awareness of parents, teachers, educational managers, local authorities and relevant stakeholders at project sites on benefits of early intervention and inclusive education.

In the current phase 2021 – 2025, the project continues to work with CAPD, Can Tho DOLISA to continue to support PWDs with social inclusion at larger scale, based on the real results of the first phase. Beside the last phase's project sites as Ninh Kieu district (Can Tho), the project expanded to new project areas of Can Tho city as Binh Thuy and Co Do districts which are remote areas. The project also continues to cooperate with Can Tho and Hau Giang DOETs to support Inclusive Education in Can Tho and Hau Giang (now belong to Can Tho). The project supports Special Schools for Children with Disabilities in Can Tho and Hau Giang to pilot two functions of early intervention and coordinate inclusive education for children of all types with disabilities through transforming the special school to the Inclusive Education Support and Development Center in the future.

In 2022, NMAV started its partnership with Psychoeducation and Applied Research Center for the Deaf (PARD) to support the project to build the capacity of PARD and develop the network of deaf clubs in the Mekong Delta to support more deaf people to participate in society until 2025.

Those mentioned work are components of a long-term project with details as below:

Project goal: CWDs and PWDs are included in society and fully exercised their rights and needs.

Project objectives: By 2025, 1436 children with disabilities have enjoyed studying and transitioning to the next level of education. 5000 people with disability have social and professional skills to participate in society and take charge of their life.

- Outcome 1: CWDs received early intervention, inclusive education, and make transition to next level of education.
- Outcome 2: PWDs are confident to participate in social activities and work life.
- Outcome 3: DPO's network in Viet Nam are supported to collaborate and effectively reach PWDs.

Target groups:

- Primary beneficiaries of the project are PWDs and CWDs in Can Tho, Hau Giang province and in Mekong.
- Secondary beneficiaries are teachers, managers at the regular schools and special schools and parents, local government officers from relevant stakeholders, DPOs, clubs and groups of PWD.

Project interventions will contribute to:

- Changing the mindsets of local authorities, relevant stakeholders, PWDs themselves and their families about the rights, the needs and abilities of PWDs and CWDs
- Strengthening CAPD to become the leading organization for both internal network from district to communes and external networks in Mekong delta.
- Providing the supports for the establishment of Disabled People Organizations (DPOs) and networking among PWDs in Ninh Kieu, Binh Thuy and Co Do Districts in Can Tho city.
- Building capacity for education sectors in Can Tho and Hau Giang on inclusive education and early intervention through improving the collaboration among relevant authorities (DOH, DOET, DOLISA); set up early intervention and rehabilitation services; train parents on disability identification and claim for their children's benefits; provide TOT, trainings on methods of assessing and teaching CWDs in inclusive learning environment and support for transformation of special schools into a Center of inclusive education.
- Building management capacity and collaboration of national DPO network to reach more people with disability in Vietnam.

2. SCOPES OF THE SURVEY

This evaluation will conduct under 03 specific objectives:

- Outcome 1: CWDs receive early intervention, inclusive education, and make transition to next level of education.
- Outcome 2: PWDs are confident to participate in social activities and work life.
- Outcome 3: DPO's network in Viet Nam are supported to collaborate and effectively reach PWDs.

Geographical focus:

- Can Tho city (including Long tuyen Ward, Ninh Kieu ward, Co Do commune, Tan An ward, Dong hiep Commune, Thoi Hung Commune, Binh Thuy Ward, Thoi An Dong ward, Xa phien commune, Luong Tam commune, Hoa luu commune, Vi Tan Ward, Hiep hung commune, Hoa An commune, Thanh Hoa commune)
- And DPOs at Soc trang ward Can tho City, My Binh Ward An Giang Province, My Tho Ward Dong thap province; Long tuyen commune Can tho City;

Target groups:

- PWDs, CWDs in Can Tho City in Mekong provinces who directly and indirectly benefited from project.
- DPOs, clubs and groups of PWDs in Mekong delta.

- Special schools, Resource center and pilot pre and primary school's teachers and managers, local government leaders and officers at project sites.

3. PURPOSE FOR THE EVALUATION

The purpose of the end term evaluation is to determine whether the program is making a positive difference in the lives of PWDs and CWDs and to identify areas for improvement of inclusive education and social inclusion in project areas. Specifically, the evaluation will focus on the following aspects:

- Assess the relevance and significant impacts, outcomes and positive/negative effects of the project against the 5 years planned objectives as well as analyze any unintended consequences.
- Assess how the project has contributed to the achievements on empowerment for organization, pwds themselves on inclusive education and social inclusion.
- Assess the attitudes and behavior changes of pwds, parents of pwds, local authorities and community in using inclusion/IE concepts as an educational approach.
- Assess if project resources were used efficiently and effectively.
- Review the effectiveness of quality control and monitoring and evaluation system.
- In addition to assessing the current project, the evaluation will also serve as a baseline for the subsequent project phase (2026–2030);
- The review will establish baseline values for selected indicators for the next project phase, identify knowledge gaps, and inform the next project knowledge plan.
- Provide lessons learned and recommendations for stakeholders (both NMAV and partners) for future interventions and for replication purposes.
- Assess the availability, willingness and capability of local management, institutional, financial, technical resources needed to maintain social inclusion for PWDs and inclusive education after withdrawal of NMAV.
- Assess the ability to mobilize resources and replicate to other communities and how to improve future interventions.

This evaluation will also support Mission Alliance's Global Monitoring Framework (GMF). Specifically, it will collect baseline data for selected GMF core indicators relevant to the project's thematic focus (economic inclusion, protection, and civil society strengthening).

4. KEY QUESTIONS OF SURVEY

The consultants will develop a more detailed analytic framework of questions and sub-questions to carry out the survey.

1. What are the significant impacts and achievements of the project against the 5-year planned objectives? What are the barriers preventing the achievement of the project goal? Are there any negative effects or unsuccessful consequences of the project intervention to the community?

2. What are the changes in attitudes and behavior of the target groups and community regarding the rights and capabilities of CWDs, PWDs? What are the barriers preventing the achievements of social inclusion and inclusive education for CWDs and PWDs in target areas?
3. What is the level of efficiency regarding resources management and existing monitoring and evaluation system?
4. What are the lessons learnt and recommendations for relevant stakeholders to inform future interventions and replication purpose?
5. What is the sustainability of project impacts regarding realizing the rights for CWDs and PWDs, including but not limited to capability of local management, institutional, financial, and technical resources?
6. What are the current conditions (status, gaps, needs) of PWDs, CWDs, DPOs and education systems in relation to the outcomes of the next project cycle?
7. What quantitative baseline values can be established for indicators that will be carried forward or newly introduced in the next project?
8. What lessons and contextual insights are critical for the design, adaptation, and implementation of the next project (knowledge plan)?

5. METHODOLOGY

The evaluation will be carried out in a participatory manner to ensure the involvement of key stakeholders.

The methodology for the study is envisaged to cover the following:

- a. Desk review: Review and analysis of documents related to the project.
- b. Data collection: Case studies; combination of qualitative and quantitative methods: In depth interview/ Focus group discussion/ Home visits / Transect Walk
- c. Data analysis and report writing

Data is gathered using various methods and tools to be collated, analyzed and interpreted systematically. The evaluation team is expected to make their own judgements about the balance between qualitative and quantitative data. The team will align data collection tools with the new project's log frame/indicators.

The consultant team also will be expected to come up with detailed data/information analysis methods and the analysis; interpretation should be made along with the key issues of the evaluation. The consultant shall make sure that all the crosscutting issues of NMA-V (gender, environment) are included in this consultancy work, and that the analysis takes into account adheres to The Mission Alliance 's values and strategies.

6. DELIVERABLES AND REPORTING REQUIREMENTS

Deliverables: The expected output is a survey report that addresses the above objectives and focuses and covers the areas mentioned in this "Terms of Reference". The report and the related documents provided will be in English and Vietnamese.

- Inception report: Discuss with NMA and propose data collection plan.

- Develop end-term evaluation methodology and methods (e.g., data collection, sampling, guidelines for data collection, and data analysis) and end-term evaluation survey and protocols, including consent forms.
- Train and coach enumerators on the survey tool and interview protocols, including consent forms for data collection.
- Manage and supervise teams of enumerators to conduct data collection and perform quality checks of the data entered.
- Analyze the data and compile the key findings and recommendations in the report.
- An annex presenting baseline values for the next project's log frame indicators, with clear methodology.
- Knowledge products (case studies, lessons, recommendations) structured for use in the upcoming project's knowledge and learning plan.

Reporting requirements: The final products are expected as below:

- Must include information such as:
 - o name of consultant(s);
 - o date of when the survey was carried out;
 - o executive summary (max. 2 pages);
 - o findings based on evidence and reference to the evidence.
 - o specific recommendations.
- Format and language: formal written report in Vietnamese and English
- Desired length: maximum 30 pages.
- Reports are submitted with data sets, both raw and analyzed data.
- Mode of delivery: online.

7. REQUIREMENT FOR CONSULTANT

- At least 5 years working experience on evaluations including research/study related to community development projects, rights-based approach to development, results-based innovative models to address the issues of social inclusion for most vulnerable groups and inclusive education for CWDs.
- Technical competency – the team should have a combination of social inclusion and inclusive education expertise.
- Capable of collaborating with partners, working independently, and delivering tasks on time.
- Excellent spoken, report writing and presentation skills in the English – Vietnamese.
- Familiar with the local context in the Mekong Delta.

8. PROCEDURES AND LOGISTICS

NMA-V will arrange transportation and accommodation in field locations as required and all other fees to serve for collecting data in the field. NMA-V staff will take responsibility for planning and providing logistical support and will accompany the consultant(s) in the field and in meetings with local partners and target groups.

9. WORKPLAN, ROLES AND RESPONSIBILITIES

Timeline	Activity	PIC
Late Nov. 2025	Contract with the local consultant	NMA, consultant(s)
	Conduct desk review, inception report	Consultant(s)
	Design survey tools and testing	Consultant(s)
	Schedule field visit and logistic arrangements	NMA; in discussion with consultant(s)
	Map alignment between current project evaluation questions and next project baseline indicators	Consultant(s)
Early of Dec 2025	Data collection at the project sites mentioned above	NMA, consultant(s)
	Data analysis	Consultant(s)
	Report writing	Consultant(s)
	Submit 1st draft report in English to NMA-V	Consultant(s)
	Revisions of the draft report	NMA, consultants
End of Dec 2025	Submission of the final report (in Vietnamese and English)	Consultant(s)

Interested consultant(s) are invited to submit their application including the most updated CVs and proposal with tentative timeline, detail budget indicating how s/he/team is qualified to perform the service to Ms. Luu Thi Anh Loan – Project Leader: loan@nmav.org

Deadline for submission: **17 Nov 2025**

Annexes:

1- Geographical matrix

Outcomes	Can Tho	Hau Giang (Old)	Mekong Delta (Tien Giang An Giang, Soc Trang old)
Outcome 1: CWDs receive early intervention, inclusive education, and make transition to next level of education.			
Outcome 2: PWDs are confident to participate in social activities and work life.			
Outcome 3: DPO's network in Viet Nam are supported to collaborate and effectively reach PWDs.			

2- [Mission Alliance's Ethical Guidelines](#)