



**CHRISTIAN COUNCIL OF TANZANIA (CCT)**

**TERMS OF REFERENCE FOR THE PROJECT EVALUATION**

**Project-Title:** Solar Churches

**Project no:** A-TZA-2020-5078

**Funded by:** Bread for the World

**Project areas:** United Republic of Tanzania

**Project period:** 1<sup>st</sup> March 2020 to 28<sup>th</sup> February 2023

**Commissioned By:** Christian Council of Tanzania (CCT)

## **1.0 INTRODUCTION**

Christian Council of Tanzania (CCT) is Faith Based Organization established in 1934 and re-registered as CCT in 1962. For decades, CCT has been working with different development partners both locally and internationally to meet objectives of its strategic plan. It has been working in the area of community development, human rights and access to legal aid, gender-based violence, peace and justice, Interfaith relation and ecumenism and public health. CCT use an integrated approach that include mobilization of local communities through microfinance initiatives to respond to poverty, Gender Based Violence, corruption, environmental degradation, health and HIV/AIDS related challenges. CCT has also adopted Result Based Management (RBM) approaches as a principal way by which all interventions are managed.

### **1.1 Description of the Solar church project**

As a contribution to sustainable electrification in rural and remote off-grid areas and structures (e.g. schools, health facilities) CCT implements the model project “Solar Churches “for the period of three years from 1.3.2020 - 28.02.2023 in partnership with Bread for the World. The project aims at contributing to raising awareness with regard to sustainable energies, thus exerting political influence and providing examples of how ethically motivated investments can work in the Global South. CCT has recognized this potential and, with the present, shows the compatibility and linking of poverty reduction and climate protection.

In selected regions/dioceses, each served by a member church, needs were assessed for the use of solar energy, including lighting, vaccine cooling for clinics, computers in schools, cell phone charging, access to news and information via television, radio and Internet connections via mobile phones and computers, use of technical devices for education and music in churches, pumps to improve domestic water supply in villages. Likewise, more than 1,000 buildings were identified in a pre-phase to the project according to criteria such as access to energy supply, willingness to pay back, participation in existing structures (microfinance, VICOBA).

The Solar Church project was planned to be carried out in 10 communities each in four regions with a low electrification rate: Kagera 2%, Geita 5%, Mara 10%, Iringa 6% with the respective churches in the regions: ELCT Diocese of Iringa, ACT Diocese of Kagera, AICT Diocese of Geita and AICT Diocese of Mara&Ukerewe. The plan was to install 529 solar systems, which will directly benefit around 100,000 people. The exact selection of buildings and target groups was adjusted according to the results of the detailed data collection. Solar systems (one each) should be installed / distributed as follows:

<b>Kind of building</b>	Kagera	Geita	Mara	Iringa	Uses of Solar energy	<b>Expected Output</b>	<b>Expected Impact</b>
119 Church buildings	42	34	28	15	Lighting, appliances like keyboards, speakers, microphones	Community education sessions on topical issues such as HIV/AIDS prevention, Nutrition, Family and social interactions and entertainments	-Increased social interconnection, peace and solidarity. Lighting and having gatherings together will give them a room to socialize and co-exist
63 Schools and dormitories	15	44	4		Lighting and charging teachers smartphones and computers	High quality illumination: Pupils and students will have quality light for studies and improve education quality through use of computers and internets	Improved education performance for primary and secondary school students in the communities.
15 Health facilities	1	6	8		Lighting, laboratory equipment and for refrigeration for the storage of vaccine and operation of medical equipment in rural health clinics.	Improved Health services: The Health Facilities will extend their services until night; they will have shifts; and be able to perform other procedures including some laboratory tests.	Reduced child and maternal death.
325 Households	70	100	80	75	Lighting, cooling appliances, charging phones, tv, radio,	Clean light, Increased business opportunities.	Increased household income, improved quality of life and wellbeing.
7 farmers	2	2	2	1	Water Pumps for irrigation and water for domestic use.	Increased farm productivity, reduced time to fetch water	Food security, healthy living.

To ensure on-site maintenance and to carry out small repairs, 60 VICOBA champions (identified members of the existing savings and credit groups) should receiving further technical training. The management teams in the parishes/dioceses, leaders at parish and district levels, local government offices and the employees of the solar system provider should be actively engaged in the project. The solar churches management team at CCT should be in charge to coordinate, manage and execute the project, including 1) assigning a solar system provider; 2) establishing of the payment model for installed Solar systems and being the administrator of repayments, 3) ensuring the uptaking of roles and responsibilities between the three main actors CCT, dioceses and providers, 4) managing the diverse activities and trainings and 5) develop a detailed data collection tool.

## **1.2 Expected Outcome and Impact**

**Overall Objective:** The project contributes to the reduction of energy poverty in Tanzania through solar energy.

### **The specific objective of the project:**

Objective 1: Selected communities in four regions of rural Tanzania are sustainably electrified with solar energy

Indicators:

- 1.1. Management structures and mechanisms are functioning (i.e., agreement / MoU between CCT headquarters, dioceses and suppliers is signed and used; all actors (staff, volunteers, members of the diverse teams, supplier) carry out the tasks according to their roles and responsibilities; a system for repayment is established; the use of the re-payment funds to maintain and expand the electrification with solar energy is established)
- 1.2. At least 400 solar systems are installed and proven to benefit the target groups.
- 1.3. The repayment rate is at least 60%.

Objective 2: Off grid communities have sustainably improved the quality of life

Indicators

- 2.1. At least 2 case studies / best practices are available for each community, demonstrating the effective use of solar systems for various target groups(80 studies, 40 communities x 2 studies)
- 2.2. 60% of the target group confirm that their quality of life improved

## **1.3 Management of the project:**

The project is managed under the CCT directorate of Development program and Advocacy, under the Department of Climate Change environment and food security.

The Director of Development and Advocacy provides guidance and leadership role in management of Solar Church Project. The overall implementation and coordination of the project is done by Program Officer who is working closely with Field Officer in day-to-day execution of the project. Monitoring and Evaluation of Solar Church Project is done under PME Unit. Furthermore, installation, maintenance and testing of systems was commissioned to the supplier.

## **2.0 EVALUATION**

### **2.1 Purpose of the Evaluation**

The purpose of this project evaluation is to assess the performance of the project and capture project achievements and impact, challenges and best practices to inform future similar programming. The evaluation will also identify key lessons learned, challenges and the flexibility of the program to adapt current socio-economic and political changes of the country.

### **2.2 Specific Objectives of the Evaluation**

The specific objectives of the evaluation are;

- i) Evaluate to what extent the Christian Council of Tanzania has delivered effective, efficient, relevant and timely activities to beneficiaries as set in the project result matrix.
- ii) Assess the usage of the solar systems installed by the various customers (individuals, institutions) in the four regions
- iii) To assess to what extent the off-grid communities have sustainably improved the quality of lives (e.g.: improving household economy through income generating activities using solar, improved school performance as a result of using solar as a source of power)
- iv) Assess the repayment behavior and challenges of customers.
- v) Assess the partnership between CCT and Mobisol (supplier) and its effectiveness in implementation of the project.
- vi) Assess the technical performance of the solar systems installed (the various tools and equipment).  
Identify and assess key lessons learned, challenges and draw recommendation for future programming of similar projects.
- vii) Assess to what extent the implementation of solar churches project has contributed to the objectives of CCT five years strategic plan (2018-2023) as well as to the Country development plans, such as National Energy Policy 2015 and National Rural Electrification Program (2013–2022)

## **3. SCOPE OF THE ENDLINE EVALUATION**

The endline evaluation will assess the performance of the Solar Church project since its start on 1<sup>st</sup> March 2020 to date by putting into consideration project objectives and indicators, approaches and methods used and activities carried out in this project. During evaluation, the following dimensions will be considered to deliver the required product;

### **i) Relevance**

- Have the interventions been relevant to Christians and community (benefits and how they value the intervention)?
- Was the project relevant to the identified needs?
- How well has the solar church approach addressed the energy needs of the targeted population?
- To what extent are the objectives of the project still valid?
- To what extent is the project aligned with CCT's mandate?

- Are the activities and outputs of the project consistent with the overall goal and the attainment of its objectives?
- Are the activities and outputs of the project consistent with the intended impacts and effects?
- To what extent do the intended outcome and the relevant outputs address national priorities, government's short and long-term plans and strategies?

## **ii) Effectiveness**

- How well was the project implemented (including setting up of management and cooperation structures between all actors – CCT, Dioceses, Supplier-, analysis of project scope, timing, costs, and public perceptions)?
- Were the inputs and strategies used realistic, appropriate and adequate to achieve the results?
- To what extent objectives and outputs were achieved or are likely to be achieved by the end of the project period? Why / Why not?
- Were the indicators (detailed quantitative and qualitative data for every indicator) achieved or are likely to be achieved by the end of the project period? Why / Why not?
- How effective was the established project management structure?
- Were the methods and processes used and the actors involved the most useful/appropriate to achieve the objectives of the project? Why / Why not?
- What could have been done differently to be more effective? What to be improved?
- How effective were the strategies and tools used in the implementation of the project?
- How effective was the cooperation with the supplier - including instalment, repayments schedule and the use of repayment funds?
- Has the project contributed to an improvement in electricity service coverage across different customer types and regions?
- Has the project contributed to an improvement in the quality of electricity available, across different customer types and regions?
- Has the project contributed to an increase in consumption of electricity, across different customer types and regions?
- Has the project contributed to an increase in investment in economic activities across different customer types? If yes, what kind of activities?
- Has the project contributed to the improved livelihood opportunities (which ones?) across different customer types, as measured by diversified income sources?
- To what extent have the project interventions contributed to national plans and strategies? What could have been done differently?
- How effective did the project network / cooperate with relevant actors in realizing project objectives and indicators? What could have been done differently?
- Are the project management team capacities effective and appropriate to provide financial and technical support to the structures in the region? Why? / Why not?
- To what extent did factors such as resources, staff remuneration, staff and Board's capacity, working relationships within the team and external actors, learning processes such as self-evaluation/appraisal influence the effectiveness of the project?
- What other major factors influenced the achievement or non-achievement of the objectives?
- What challenges were encountered? How were the challenges addressed?

### **iii) Efficiency**

- Was the process of achieving results efficient? Specifically did the actual or expected results (outputs and outcomes) justify the costs incurred?
- Were the resources efficiently utilized?
- Were the project funds used as is indicated in the agreed budget? If not, why not?
- Were there more efficient ways and means of delivering more and better results (outputs and outcomes)?
- How efficient was the collaboration with the identified supplier Mobisol?
- Could a different approach have produced better results?
- Did all actors take up the agreed roles and responsibilities (CCT, Dioceses, Community, Supplier)? If not, what was challenging?
- Has the collaboration with the districts, regional and national authorities improved the efficiency in this project? If yes, how? If no, why? And how to improve
- Has the collaboration with relevant stakeholders at all levels improved the project efficiency? If yes, how? If no, why? How to improve?
- To what extent did the management, and decision-making structures of the project support the efficiency of the project?
- To what extent did the CCT project management adhere to agreed rules and regulations governing the project such as reporting and agreed time frame?
- Did the project face any obstacles (financial, administratively, managerial) and to what extent has this affected its efficiency? How to solve, improve?
- What were the strengths, weaknesses, opportunities, and threats to the project implementation process?
- Did the project activities overlap and/or duplicate other similar interventions, funded nationally and/or by other donors?
- To what extent did the project collaborate with national and sub-national partners and stakeholders (technical, advocacy, funding, etc.) to achieve results?

### **iv) Impact**

- Did the project benefits reach intended/unintended beneficiaries?
- How was the activity perceived by potential/actual beneficiaries?
- To what extent the program has made positive changes on church, youth, community, women and other members of Tanzanian communities? What kind of changes did the project achieve for the different target groups in the four regions?
- What for do the various target groups use the solar power (detailed information required on kind of system, use of specific customer, kind of usage)?
- How many people (direct and non-direct project beneficiaries)/institutions have been profiting and to what extent (consider: sex, age, business, institution, region)?
- To what extent the solar church project has changed life of community members both economically and socially?
- Does the project have any impact on students' performance?
- What changes has the project brought at national and local levels (consider lives of the final beneficiaries, policy change, and behavioral and attitude change)?
- What is the perception on the project by the district, regional and national administration and the beneficiaries?

- Is the project supporting the government to reach its goals? If the project should continue, what should be improved? why? and how to improve.

#### **v) Sustainability**

- Are the stakeholders ready and committed to keep and perpetuate outcomes created by the project?
- Will the strategies, approaches and methods applied contribute to the projects sustainability? If yes, how? If not, why not?
- How sustainable are the outcomes? To what extent will the benefits of continuing the interventions after the completion of the project?
- To what extent are the positive changes of the project likely to continue beyond the end of the project period?
- How likely will the project's positive changes and impact continue at the regional or national level after the end of donor funding?
- Can the revenue earned through repayment make the modality/ approach sustainable?
- Do the existing structures /systems /processes and capacities at CCT (organizational setup and implementation processes) assure sustainability? Is there a need for improvement (details required) to continue – with or without external funding?
- What are the major factors that might influence the achievement or non-achievement of the sustainability of the project?

#### **4.0 EVALUATION DELIVARABLES**

Deliverables of this project evaluation should include the following:

- Inception report; this should include the following items; Understanding of the issues and questions raised in the ToR, Data sources; how to assess the questions in the ToR, Research methodology, including suggested sample and size, Schedule of activities and traveling (timeline), Proposal for a learning event/validation of evaluation findings, Detailed budget, appropriate validated draft data collection tools (e.g., methodological guidelines, group interview questions)
  - Any suggested improvements to existing evaluation scope, as outlined in this document
- Presentation of preliminary findings
- Draft evaluation report written in English; it should be accompanied with one (1) electronic file of the clean (final) qualitative and quantitative data collected. The report should be jargon free, clear and simply written. The main report should not exceed 20 pages (excluding annexures, etc.) and should include an executive summary, brief project background and recommendations.
- Final evaluation report (criteria as above)
  - Any other relevant project data and documents should be included in appendices only.
  - Information and data of solar power users and repayment plan attached as appendix
  - Detail information on achievements of every indicator (qualitative & quantitative) should always be backed up with relevant data, with reference to the data source.

- Final report with recommendations that are specific and include relevant details on how they might be implemented.

## 5.0 APPROACH/METHODOLOGY

### 5.1 Approach

The evaluation process will be guided by the approved program documents, implementation process and progress. The process will measure the performance and achievements focusing on outputs (targets and actual achievements), relevance, effectiveness, efficiency, impact, and sustainability.

This will ensure that the process responds to the desired outcomes, all issues are handled appropriately and in a timely manner, and that ownership of the evaluation process is enhanced from the onset. In addition, the consultants will provide information on any emerging issues and obtain any additional information they may require for effective execution of the assignment.

### 5.2. Methodology

The evaluation will involve both qualitative and quantitative methodologies. The evaluation team is expected to apply a mixed-method approach collecting both quantitative and qualitative data to validate and triangulate data, as well as employ contribution analysis approach.

The evaluation will provide quantitative and qualitative data through the following methods:

- Desk study and review of all relevant project documentation including project proposal, result matrix, semiannual reports, and any other relevant documents (contracts/agreement with supplier and communities/dioceses; repayment models)
- In depth interviews to gather primary data from key stakeholders such as CCT member churches, and implementing partners (solar supplier, local government authorities).
- Focus Group discussion with project beneficiaries (customers that are: individuals, churches, institutions – direct /and indirect: church members, health institution users and staff, students and teachers) and other stakeholders
- Interviews with relevant key informants such as government officials, Church leaders etc

## 6.0 TIME-FRAME FOR THE ENDLINE EVALUATION PROCESS

The evaluation is to be conducted for 22 working days within September, 2022, based on the following milestones:

Activity	Responsible person	No of days
Submission and presentation of the draft Inception	Evaluation consultant and CCT Project management team.	2
Submission of the final Inception Report	Evaluation Consultant	2
Data Collection process (Desk study, CCT Management and project team, Mobisol and field data collection in all project regions)	Evaluation Consultant, CCT Management and project team, LGA, beneficiaries (Schools, individuals, churches)	8

Presentation of the initial findings from data collection	Evaluation consultant and CCT team	3
Submission and presentation of the first draft of the evaluation report	Evaluation consultant and CCT team	2
Submission of draft report with incorporated feedback from CCT to BfdW for their inputs	2 days after feedback from CCT	2
Submission of draft reports to BfdW and receipt of feedback	Evaluation Consultant, CCT and BfdW team	0
Submission of the final report and evaluation brief with incorporated feedback from BfdW	Evaluation consultant	3
<b>Total number of days</b>		<b>22</b>

## 7.0 REQUIREMENTS FOR THE CONSULTANT

The Evaluator shall have the following skills and qualification:

- At least a Master’s degree in Monitoring and Evaluation, Development studies, Economics, Public Policy, Planning, or any other relevant University degree.
- Experienced in evaluation and strategic planning; with at least 5 years of experience in conducting evaluations in related fields preferably with donor funded projects and with at least 4 evaluations two of which as the team leader.
- Demonstrated knowledge and experience in outcome harvesting or contribution analysis approach.
- Solid experience in project cycle management and demonstrated experience in results-based management and formulation of theories of change.
- Ability to deal with people of diverse age groups, social - economic diversity and personal opinions. (In specific religious and government leaders)
- Deep knowledge of the political, cultural, and economic contexts of the Country, Tanzania.
- Good analytical and strategic thinking skills as well as Excellent inter-personal, communication, and teamwork skills.
- Familiarity with and working with FBO’s will be an added advantage
- Excellent written and spoken English as well as reporting and communication skills.
- A person with no history of corruption, child abuse, terrorism or any other criminal offence.

### **N:B**

The qualified applicant will sign and comply to all CCT important policies.

## **8. MANAGEMENT ARRANGEMENT**

The Evaluator will report to ‘Evaluation Steering Committee’ composed of the PME Officer, General Secretary, Director for Advocacy and Development Programs.

The Planning, Monitoring and Evaluation Officer and Director for Advocacy and Development Programs will provide technical guidance on evaluation and ensure independent of evaluation process. The PME will manage the evaluation and provide logistical support.

The applications should not exceed 10 pages, and be submitted electronically by 25<sup>th</sup> September 2022 to the CCT PME Officer through [uriondeki@gmail.com](mailto:uriondeki@gmail.com), Director of Advocacy and Development Programs through [clondezi@gmail.com](mailto:clondezi@gmail.com) and cc to [gs@cct.or.tz](mailto:gs@cct.or.tz)