



# TERMS OF REFERENCE

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PROJECT ENDLINE EVALUATION (2024-2026)

**THE LIBERIA FISHERIES GOVERNANCE PROJECT**  
CERATH DEVELOPMENT ORGANIZATION



## **I. Background**

The Liberia Fisheries Governance Project (LFGP) is a European Union-funded initiative implemented by CERATH Development Organization (CDO) in partnership with Conservation Alliance (CA). The project seeks to strengthen democratic governance within Liberia's small-scale fisheries sector. This goal is to be achieved through enhanced capacities and performance of grassroots civil society organizations (CSOs) and media entities.

Implemented in Sinoe County from January 2024 to December 2026, the project supports the establishment of a Collaborative Management Association (CMA) to enhance participatory fisheries governance and promote the sustainable management of fisheries resources.

The project is organized around four complementary objectives:

1. Organizational strengthening of CSOs and media institutions as entities of good governance.
2. Promotion of the Collaborative Management Association (CMA) approach
3. Enhancing women, youth, and marginalized persons' participation in the coastal economy.
4. Advocacy on sustainable governance and fisherfolk rights.

Key interventions implemented during the project include institutional strengthening of beneficiary organizations (BO), community awareness campaigns, facilitation of the CMA formation process, peer learning exchanges. Other key interventions include alternative livelihood training and support, Village Savings and Loan Associations (VSLAs), development of broadcast content, and advocacy for sustainable fisheries governance.

As the project approaches completion, CERATH seeks to commission an independent consultant to undertake an endline evaluation of the project's overall performance.

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## **2. Purpose of the Evaluation**

The purpose of the endline evaluation is to independently assess the relevance, coherence, effectiveness, efficiency, impact, and sustainability of LFGP against its intended objectives and results. The evaluation will assess the achievements and contribution to improved fisheries governance in Liberia.

Specifically, the evaluation will:

- assess progress towards the project's intended outcomes and outputs;
- determine the extent to which project interventions addressed the needs of target beneficiaries;
- evaluate the sustainability of project results and institutional structures established under the project;
- identify good practices, lessons learned, and challenges encountered during implementation; and
- generate practical recommendations to inform future programming by CERATH, the European Union, and sector stakeholders.

The evaluation will also establish endline values for relevant project indicators by comparing findings with the project baseline and approved logical framework.

### **3. Scope of the Evaluation**

The evaluation shall cover the entire implementation period from January 2024 to October 2026, assessing achievements realized up to the conclusion of fieldwork. It shall also consider activities scheduled for completion before project closure in December 2026.

The evaluation shall cover all project interventions implemented under the four work packages.

#### **Geographic Scope**

The evaluation shall primarily be conducted within the project's intervention area in Sinoe County, covering the four coastal districts: Butaw, Dugbe, Greenville, and Sanquin.

Where necessary, consultations may also be conducted with relevant national stakeholders in Monrovia.

#### **Stakeholder Scope**

The consultant shall engage a representative sample of project stakeholders, including but not limited to:

- CERATH Development Organization
- Conservation Alliance
- National Fisheries and Aquaculture Authority (NaFAA)
- Sinoe County Administration
- The Sinoe CMA
- Liberia Artisanal Fishermen Association (LAFA)
- Beneficiary organizations (BO): local CSOs and media entities
- Community members: alternative livelihood and VSLA beneficiaries

#### **Thematic Scope**

The evaluation shall assess results achieved under all project components, including:

- Institutional strengthening of BOs;
- establishment of the CMA and strengthening of fisheries governance;
- livelihood support and economic empowerment;
- media engagement and advocacy;
- sustainability of project outcomes.

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### **4. Evaluation Criteria and Key Questions**

The evaluation shall be guided by the OECD-DAC<sup>1</sup> evaluation criteria.

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<sup>1</sup> OECD-DAC stands for the Development Assistance Committee (DAC) of the Organisation for Economic Co-operation and Development (OECD)

#### **4.1 Relevance**

The evaluation shall assess the extent to which the project responded to the priorities of beneficiaries, government policies, and the fisheries governance context.

Key questions include:

- To what extent did the project address the governance challenges facing the fisheries sector?
- Were project objectives aligned with national fisheries policies and community priorities?
- Were the selected implementation approaches appropriate to the project context?

#### **4.2 Coherence**

The evaluation shall assess how well the project complemented existing initiatives and institutional mandates.

Key questions include:

- How effectively did the project coordinate with NaFAA, LAFA, CMAs within Liberia, and other sector stakeholders?
- To what extent did project interventions complement other fisheries governance initiatives?
- Were partnerships effectively managed throughout implementation?

#### **4.3 Effectiveness**

The evaluation shall assess the extent to which the project achieved its intended objectives.

Key questions include:

- To what extent were planned outputs and outcomes achieved?
- How effective were the project's capacity strengthening interventions?
- How effectively did the established CMA and media interventions contribute to democratic and sustainable fisheries governance?
- To what extent did livelihood interventions improve the participation and economic resilience of beneficiaries?

#### **4.4 Efficiency**

The evaluation shall assess how efficiently project resources were utilized to achieve intended results.

Key questions include:

- Were project resources utilized efficiently?
- Did the project demonstrate value for money?

#### **4.5 Impact**

The evaluation shall assess the project's contribution to broader changes in BOs' capacities, fisheries governance and community livelihoods.

Key questions include:

- What improvements within the BOs can reasonably be attributed to the project?
- To what extent has the project strengthened participatory fisheries governance?
- What social or economic changes have resulted from project interventions?

#### **4.6 Sustainability**

The evaluation shall assess the likelihood that project benefits will continue beyond project completion.

Key questions include:

- How enduring are the capacities developed among beneficiary organizations?
- What is the likelihood that the CMA will remain functional after project closure?
- Are livelihood interventions likely to continue generating benefits?
- What mechanisms exist to sustain project achievements?

#### **4.7 Cross-cutting Issues**

The evaluation shall assess the integration of gender equality, youth inclusion, and disability inclusion across project implementation.

Key questions include:

- To what extent did the project respond to the needs of women, youth, and marginalized groups?
- To what extent were women, youth, and persons with disabilities meaningfully included?
- Were governance processes inclusive and participatory?

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### **5. Evaluation Methodology**

The consultant shall propose a robust mixed-methods approach, combining quantitative and qualitative techniques to generate credible, reliable, and evidence-based findings. The methodology shall be guided by the OECD-DAC evaluation criteria and the European Commission's evaluation principles.

The evaluation shall include, at a minimum:

- Desk review of relevant project documents, including the Description of Action, Logical Framework, Baseline Report, annual reports, monitoring data, capacity assessment reports, communication materials, and other relevant documents.
- Key Informant Interviews (KIs) with project staff, government institutions, partner organizations, the CMA leadership, beneficiary CSOs and media organizations, and other stakeholders.
- Focus Group Discussions (FGDs) with project beneficiaries, including women, youth, fisherfolk, livelihood beneficiaries, and VSLA members.
- Field observations to verify project outputs and results.

- Qualitative surveys, where necessary, to validate outcome-level indicators.
- Triangulation of findings from multiple data sources.

The consultant shall prepare an inception report detailing the evaluation framework, sampling strategy, data collection tools, work plan, and quality assurance measures before commencing fieldwork.

The evaluation shall ensure informed consent, confidentiality, and ethical treatment of all respondents.

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## 6. Deliverables

The consultant shall produce the following deliverables:

| Deliverable                  | Description                                                              |
|------------------------------|--------------------------------------------------------------------------|
| Draft Evaluation Report      | Preliminary findings, conclusions, lessons learned, and recommendations. |
| Post-evaluation Presentation | Presentation of draft findings to CERATH and key stakeholders.           |
| Final Evaluation Report      | Revised report incorporating stakeholder comments.                       |

The final report shall include:

- Executive Summary
- Background
- Evaluation Methodology
- Findings by OECD-DAC Criterion
- Conclusions
- Lessons Learned
- Recommendations
- Annexes

The final report should not exceed **40 pages**, excluding annexes.

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## 7. Indicative Timeline

The assignment is expected to commence in **September 2026**.

| Activity                               | Indicative Timeline |
|----------------------------------------|---------------------|
| Contract signing and inception meeting | 1 September 2026    |
| Desk review                            | 1–4 September 2026  |

| Activity                          | Indicative Timeline          |
|-----------------------------------|------------------------------|
| Field data collection             | 7–25 September 2026          |
| Data analysis and report drafting | 28 September–16 October 2026 |
| Submission of Draft Report        | 19 October 2026              |
| Post-evaluation presentation      | 21 October 2026              |
| Submission of Final Report        | 30 October 2026              |

The timeline may be adjusted by mutual agreement between CERATH and the successful consultant.

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## 8. Consultant's Roles and Responsibilities

The consultant shall:

- design and implement the evaluation;
- develop appropriate data collection tools;
- collect, analyse, and interpret evaluation data;
- ensure the quality and integrity of findings;
- facilitate the post-evaluation presentation session; and
- submit all agreed deliverables within the stipulated timeframe.

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## 9. Required Qualifications

The consultant (or consulting firm) should possess the following qualifications:

### Education

- Advanced university degree in Monitoring and Evaluation, Development Studies, Social Sciences, Natural Resource Management, Fisheries, Public Policy, or a related discipline.

### Professional Experience

- Minimum of seven years of demonstrated experience conducting programme or project evaluations.
- Proven experience evaluating donor-funded development programmes, preferably funded by the European Union or other international development partners.
- Experience applying OECD-DAC evaluation criteria and mixed-method evaluation approaches.
- Experience in governance, natural resource management, fisheries, community development, or civil society strengthening is highly desirable.

## Competencies

The consultant should demonstrate:

- excellent analytical and report-writing skills;
  - strong quantitative and qualitative research skills;
  - excellent stakeholder engagement and facilitation skills;
  - familiarity with results-based management; and
  - fluency in written and spoken English.
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## 10. Proposal Submission Requirements

Interested consultants shall submit:

- Technical Proposal (maximum 15 pages);
- Financial Proposal;
- Curriculum vitae(s) of the proposed consultant(s);
- At least three references for similar assignments completed within the last five years; and
- Copies of relevant academic and professional certificates.

The technical proposal shall include:

- understanding of the assignment;
  - proposed methodology;
  - work plan;
  - team composition (where applicable); and relevant experience.
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## 11. Submission of Applications

Interested consultants should submit their applications electronically to

**procurement@cerathdev.org**

The subject line should read

**Consultancy Services – Endline Evaluation of the Liberia Fisheries Governance Project (LFGP)**

Applications should be submitted by close of day of Friday, 21 August 2026.

Only shortlisted applicants will be contacted.

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