

Terms of Reference for CINTALAM Project Final Evaluation

Creating an Inclusive and Transformative youth-
Led climate Action Movement (CINTALAM)

September 2026



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1.PROJECT SUMMARY

Type of evaluation	Project Final Evaluation
Name of the project	Creating an Inclusive and Transformative youth-Led climate Action Movement (CINTALAM)
Project Start and End dates	01 February 2024 – 31 January 2027
Project duration	36 months
Project locations:	Pattani, Yala, Narathiwat, and Songkhla Provinces in Thailand
Thematic areas	Child rights governance, Child poverty
Sub themes	Climate change and Green Jobs
Donor	INTPA - International Partnerships (European Commission) Neighbourhood, Development and International Cooperation Instrument (NDICI) - Thematic programme for Civil Society Organisations - Thailand - EuropeAid/176695/DD/ACT/TH “Enhancing CSOs' Contribution to Governance and Development Processes”
Estimated beneficiaries	The action targets 40 staff (18M, 22F) from 20 organisations – CSOs/CBOs/including 3 Local authorities (LAs); 800 youth (450F, 350M) from 8 local youth groups; 360 school-aged children (180B,180G) from 12 schools and 200 community members (80M, 120F). Final beneficiaries will be 191, 797 people, consisting of 55,621 children (28,366 girls 27,254 boys) and 136, 175 adults (69,449 female, 66,726 male)
Overall objective of the project	To enhance resilience, adaption, and mitigation capacity in the three southern border provinces of Thailand to address climate change and environmental degradation.

2. INTRODUCTION

This document provides the Terms of Reference for the “Creating an INclusive and TrAnsformative Youth-Led Climate Action Movement” (CINTALAM) project final evaluation. The project was funded by the *European Union - Neighbourhood, Development and International Cooperation Instrument (NDICI)* for three years from 01 February 2024 to 31 January 2027 to be implemented in three Southern Border Provinces of Thailand (Pattani, Yala, Narathiwat) and four districts of Songkhla. The project aims to enhance resilience, adaptation, and mitigation capacity among young people, local communities, and civil society organisations (CSOs) through engaging CSOs and diverse young people in the region in gender-responsive collaborative actions to address climate change and other environmental challenges.

The project final evaluation aims to generate the evidence measuring the impact and outcomes of the project intervention and evaluate the project implementation against the standard OECD-DAC benchmarks. This will contribute to the learning to Save the Children Thailand (SCT) as well as the communities we work with, in guiding implementation upscale to the most vulnerable target groups or replicate the intervention in the relevant areas in the future.

The project background, study scope, key questions, intended methodology, reporting and governance, key deliverables and timeframes for its implementation are provided in the sections that follow.

3. BACKGROUND AND CONTEXT

‘Cinta Alam’ meaning ‘love for nature’ in the local Kelantan-Pattani Malay language, has been designed by Save the Children (SC) and co-applicant Green South Foundation (GSF) using a participatory approach with CSOs, children and youth (inclusive of those with diverse *Sexual Orientation, Gender Identity, Gender Expression, and Sex Characteristics- SOGIESC*), and other relevant stakeholders in the Deep South of Thailand (DST). Activities have been developed in collaboration with these stakeholders to enhance the capacity of CSOs to empower children and youth in the region to take meaningful climate action.

The overall objective is to contribute to an enabling environment for localised, sustainable, and gender-sensitive youth-led climate and environmental action in DST. At the specific objective level, CINTALAM will improve the capacity of CSOs and youth to raise awareness on climate change issues and take relevant and gender-responsive action to mitigate and adapt to the effects of climate change within their communities.

The project aims to achieve the three following outputs:

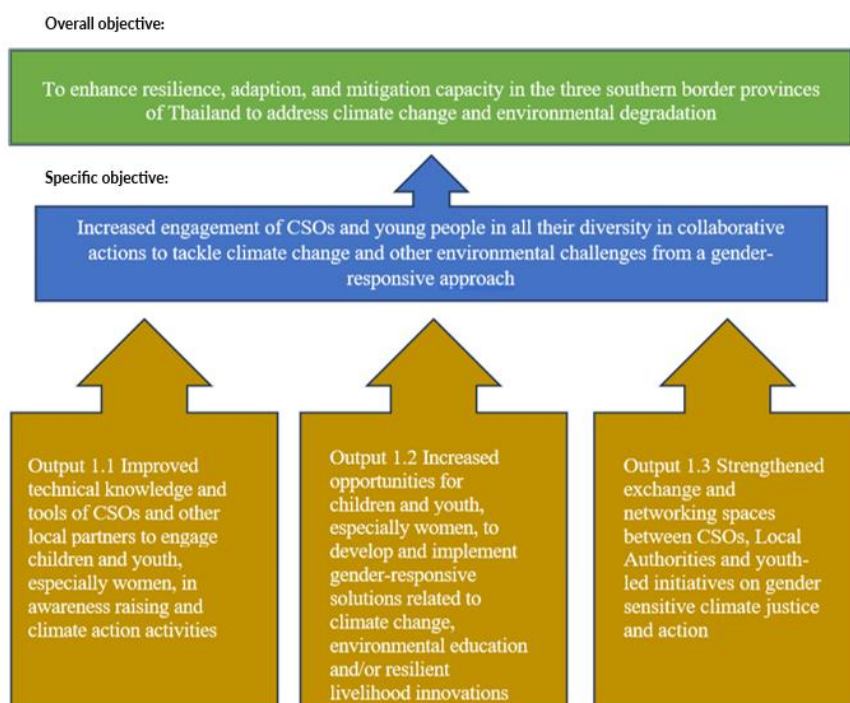
Output 1 focuses on strengthening CSOs’ climate change and environmental technical knowledge and management capacities. The purpose of the activities under output 1 is to prepare CSOs to lead the activities planned under the subsequent outputs. Part of this preparation includes establishing a Steering Committee to help guide the Financial Support to Third Parties (FSTP) selection process and recruiting CSOs interested in being involved with the project to conduct self-capacity assessments to determine training needs and introducing them to the FSTP program to set up a coaching plan to ensure the interested CSOs are supported to submit proposals for FSTP funding and be EU-compliant. Activities under this output include trainings to CSOs in organisational, thematic, and technical areas, as well as on youth empowerment, training youth on awareness-raising and advocacy, and on specific SC initiatives to feed into activities under Outputs 2 and 3 including Youth Innovation Labs (YIL), Generation Hope, and Red Alert. SC adapts existing SC’s YIL training manuals to the DST context. CSOs also received guidance, materials, and communication tools for increasing the quality and reach of awareness-raising and campaigning activities.

Output 2, children and youth are empowered and supported by CSOs and LAs to develop sustainable and gender-responsive solutions to climate change and environmental problems and implement localised climate initiatives and actions in their communities. Building upon the preparations and capacity building conducted under Output 1 and the activities under Output 2, selected CSOs, CBOs, and LAs use their

new knowledge and tools to develop and implement youth-led localised and gender responsive initiatives. The FSTP programme is launched and CSOs, CBOs, LAs and relevant youth-led groups are supported to submit proposals. The Steering Committee established under Output 1 helped providing guidance, determine selection criteria and review applications and grantees were selected according to those criteria. SC has dispersed grants and provided support to grantees at every stage of the process. The selected activities for funding include those related to climate change and environmental education for children, building skills for green jobs and developing innovative solutions to encourage climate resilient livelihoods and building skills for awareness-raising and campaigning among children and youth.

Output 3, CSOs, CBOs, and LAs are supported to empower youth groups to voice concerns, raise concerns, raise awareness, and promote collaborative initiatives on gender sensitive climate justice and action in DST and also at the national level. GSF supported CSOs and youth were connected with government agencies, climate-focused CSOs, and young climate actors through Generation Hope DST and Red Alert. These platforms enabled youth forums, stakeholder dialogues, experience sharing, policy recommendations, and stronger coordination among climate actors.

This is reflected in the project's theory of change:



4.SCOPE OF STUDY

4.1 Purpose, Objectives and Scope

This study is being conducted at the last phase of project implementation in 2026. It will build upon the *Baseline Assessment Report* (2025), the *Gender Equality and Social Inclusion* (GESI) Analysis (2025), and the *Midterm Evaluation* (2026).

The primary purpose of the study is to assess project achievements against targets set in the logframe on impact and outcome levels, and the effectiveness of project implementation. It will generate the evidence-based insights by identifying and documenting good practices, lessons learned, and both intended and unintended outcomes pertaining to the project. The evaluation will assess the extent of

change in the lives of targeted children, youth and the community members, the quality of services provided, and related policy developments. Findings from this evaluation will inform recommendations for the government authorities, partners, donors, local communities and networks, and future strategies for SCT, ensuring improved programming development and effective management.

The study main objectives are:

1. To establish endline values to key outcomes and impact indicators (see the logframe indicator table below) while clearly demonstrating changes compared to baseline and midterm (according to agreed disaggregation).
2. To evaluate the project's efficiency, effectiveness, impact, coherence, inclusion measures, coherence, and sustainability using standard OECD DAC criteria.

The evaluation team will be required to undertake consultation with the SCT study Project Coordinator and the technical team at the commencement of the project in order to further refine the Study questions.

Scope: The final evaluation will evaluate the project's implementation and interventions in the target locations against the OECD/DAC criteria and designated evaluation questions, focusing on harvesting the endline values for impact and outcome level logframe indicators, projects achievements and challenges, effectiveness, outcomes, and impact. The evaluation is scheduled between November 2026 and March 2027. The evaluation will engage children and youth in the Deep South region, together with relevant adult stakeholders such as CSOs, community members, local authorities and government agencies in Pattani, Yala, Narathiwat provinces and in the four districts of Songkhla province, reflecting the project's total reach of 191,797 people, consisting of 55,621 children (28,366 girls 27,254 boys) and 136,175 adults (69,449 female, 66,726 male)

Logframe indicators Result	Result chain	Indicator	Expected values disaggregation
Impact	To enhance resilience, adaption, and mitigation capacity in the three southern border provinces of Thailand to address climate change and environmental degradation.	1. Number of directly affected persons attributed to disasters per 100,000 population in the three targeted provinces.	Disaggregated by directly affected persons, province and sex
		2. Volume of public investment in programmes related to climate change prevention, management and mitigation in the three targeted provinces. Disaggregated by province	Disaggregated by province
Outcomes	Increased engagement of CSOs and young people in all their diversity in collaborative actions to tackle climate change and other environmental challenges from a gender-responsive approach.	1.1. Number of government policies developed or revised with civil society organisation participation through EU support (GERF 2.29)	-
		1.2. Number of local solutions and/or climate-related initiatives that are being replicated and/or scaled up with the support of the CSOs, the youth networks and/or other local partners supported through the intervention	-

		1.3. Number of youth leaders who have been included in policy dialogues with decision-makers and competent authorities on issues related to climate change and/or environmental challenges.	<i>Disaggregated by sex</i>
		1.4. % of recommendations adopted by CSOs and/or partners from the gender sensitive situational analysis on climate change	-
		1.5. Percentage of the targeted children, youths and community members who agree/strongly agree on the importance of addressing climate change and other relevant environmental challenges. <i>Disaggregated by sex and province</i>	<i>Disaggregated by sex and province</i>

4.2 Key Study Questions

Criteria	Key Study Questions
Accountability	To what extent are target communities aware of the EU's contribution to the project, and how do they perceive the EU's role in supporting the project and its results?
Coherence*	- How are relevant EU climate and environmental policies and strategies integrated into the project's interventions, and how have these interventions contributed to changes within the target communities? - To what extent was the intervention aligned with national priorities and relevant SDGs (especially SDG 4, 5, 7, 12 and 13)? - To which extent is the compatibility of the CINTALAM project intervention with other interventions in a country, sector or institution?
Effectiveness*	To which extent was the intervention achieved, or is expected to achieve, its objectives, and its results, including any differential results across groups? What factors contributed to those achievements?
Efficiency*	- To what extent were outcomes achieved on time and within allocated financial and human resources? What factors promoted or hindered efficiency? - To which extent did the intervention deliver, or is likely to deliver, results in an economic and timely way?

Impact*	▪ To what extent did the project contribute to reaching the overall objective of the project? Why/ why not? ▪ To what extent has the project contributed to meaningful changes in the Deep South Thailand, considering the scale and severity of the broader challenges they face? ▪ To which extent has the intervention generated or is expected to generate significant positive or negative, intended or unintended, higher-level effects, including the horizontal issues such as gender (empowering women and girls), youth engagements, human rights, people with disabilities?
Inclusion	▪ How have the children, their needs, desires and suggested solutions, been consulted and accounted for in programme or project design and implementation? ▪ What are the gender gaps that the project addressed and what remaining aspects need to be considered further?
Process	▪ How well did staff/partnerships work together? ▪ Have MEAL activities been implemented as planned? Were they relevant and appropriate? How could they be improved?
Relevance*	▪ Does the intervention respond to clearly identified needs and priorities of the project participants? Was the intervention appropriately adapted to the local context and target population? ▪ To which extent the intervention objectives and design respond to beneficiaries , global, country, and partner/institution needs, policies, and priorities, and continue to do so if circumstances change.
Sustainability*	▪ Are the positive effects or impacts sustainable? ▪ To which extent are the net benefits of the intervention continue or are likely to continue. ▪ To what extent has the project's approach enabled it to reach a greater number of beneficiaries, and what evidence demonstrates that the approach can be effectively scaled up to expand its reach?

*[OECD DAC Criteria](#)

4.3 Intended Audience and Use of the Study

Primary intended audience of the study:

Stakeholder	Further information
Project donor	INTPA - International Partnerships (European Commission) via the EU Delegation in Thailand
Primary implementing organisation	Save the Children Thailand, Save the Children International, SCI Asia Regional MEAL Coordination Group.

Implementing partners	Green South Foundation (GSF) 16 local CBOs sub-grantees: - <i>Trash Hero Pattani</i> - <i>The Looker</i> - <i>Child and Youth Leaders Group of Bangoi Subdistrict</i> - <i>Concur Community Enterprise</i> - <i>Nara Bahagia</i> - <i>Saiburi River Basin Association</i> - <i>The Patani Resource</i> - <i>Intellectual of Bannangstar</i> - <i>Wanita For Change – WTC</i> - <i>Patani Graduate Network</i> - <i>Pattani River Protection Network</i> - <i>Rak Tha Kamcham Group</i> - <i>Natural Living and Community Learning Center</i> - <i>Srishiwan Wittaya School</i> - <i>TVM for Climate Change: Thamavitya Mulniti School</i> - <i>Center for Islamic and Cultural Research Coordination</i>
Government stakeholders	Local administration offices, local universities
Community groups	Local administration offices
Beneficiaries	Community leaders, youths in target communities
International development/humanitarian research community	N/A

The evaluation consultant team will be required to propose how the primary audience will be involved throughout the evaluation process and how evaluation findings will be shared with each of the different stakeholders in the table above, particularly outlining how reporting back to communities, beneficiaries and children will be conducted in an accessible and child friendly manner.

5. STUDY METHODOLOGY

5.1 Study Design

It is expected that this study will involve:

- a non-experimental design.
- mixed methods, ensuring safe and appropriate children and youth participatory approaches.

The methodology will include a review of project documents such as proposals, values updated logframe, annual plans and reports, Save the Children Common Approaches and Guidelines, reports, monitoring data, learning reports, and previous studies, as well as publications that reflect the perspectives of children and key stakeholders.

For primary data collection, the consultants are expected to employ an appropriate mix of quantitative and qualitative methods. These may include, but are not limited to, surveys, focus group discussions (FGDs), participatory games or workshops, and key informant interviews (KIIs). All primary data collected

during the study must facilitate disaggregation by gender, age, and disability. Save the Children will share the baseline sample, target population size, and all relevant data collection tools.

Surveys may be administered online, with the use of KoBoToolbox strongly encouraged. All survey tools and data collection approaches involving children must be child-friendly, age-appropriate, accessible, and adapted to the participants' needs and abilities. Surveys with school-aged children should preferably be administered with support from trained enumerators. Qualitative data from children should be collected through engaging participatory methods, such as games, activities, or workshops, to facilitate meaningful and safe participation.

A validation workshop should be organized with project staff, partner staff, and, where feasible and appropriate, representatives of the evaluation participants. The workshop should be used to validate and triangulate the findings, address different interpretations, and refine the analysis and conclusions.

The table below outlines the proposed data collection methods and target participant groups.

Data collection tools	Target participants	Estimated number of participants/responses
Survey	• <i>School-aged children (grade 3-6)</i> • <i>local youth groups</i>	A minimum of approximately 446 completed responses, comprising 186 children and 260 youth. To allow for an estimated 10% non-response rate, approximately 496 participants should be approached: 207 children and 289 youth.
Focus Group Discussions (FGDs)	• <i>Youth representatives</i> • <i>community members</i> • <i>staff or representatives of participating CSOs/CBOs</i>	Approximately 12–16 FGDs, with 6–8 participants per group (72–128 participants)
Participatory games, activities, or workshops	• <i>School-aged children (grade 3-6)</i>	Approximately 12 sessions, with at least one session per participating school and 8–12 children per session (96–144 children)
Key Informant Interviews (KIIs)	• <i>Project staff</i> • <i>partner staff; representative of CSOs/CBOs</i> • <i>local authorities</i> • <i>school representatives</i> • <i>community leaders</i> • <i>other relevant stakeholders</i>	Approximately 20–25 key informants, ensuring adequate representation across participating organisations, schools, locations, and stakeholder groups
Desk review	Relevant project documents and secondary sources	No fixed sample size; all relevant and available documents should be reviewed

Note: The proposed sample sizes are indicative and intended to guide the consultants' understanding of the ToR. The survey sample estimates are based on the project's target populations of 360 school-aged children and 800 youth, using a 95% confidence level, a 5% margin of error, and a 50% response distribution, with an additional allowance for potential non-response. During the inception phase, the consultants are expected to verify the latest beneficiary figures and review the baseline sampling methodology, geographical distribution, required disaggregation, and potential clustering within schools and youth groups. The consultants should then refine and justify the final sampling strategy in consultation with SCT

Save the Children will not provide enumerators to assist with primary data collection. It will be a requirement of the evaluation consultant to source additional external data sources to add value to the study, such as government administrative data. The team should also indicate how data triangulation will be realised.

The evaluation consultant is required to adhere to the [Save the Children Child Safeguarding; Protection from Sexual Exploitation and Abuse; Anti-Harassment, Intimidation and Bullying](#); and Data Protection and Privacy policies throughout all project activities.

5.2 Sampling Framework

The evaluation consultant is recommended to propose a sampling strategy that is appropriate to the study design. Coherence will strengthen fair and accurate comparability across study phases. The sampling should also follow the disaggregation required by the logframe indicators (see indicator table in Scope section) to ensure comprehensive coverage of the targeted groups. Research in any discipline requires adherence to the principles of the Scientific Method, *verifiability, predictability, falsifiability, and fairness*. To meet these principles, applicants must describe the sampling process in sufficient detail, including the sampling method and sample size calculation (at a minimum the *n* and *N* values), to allow for peer review within SCT and to ensure the study can be replicated and its results verified.

5.3 Ethical Considerations

It is expected that this study will be:

- **Child participatory.** Where appropriate and safe, children should be supported to participate in the evaluation process beyond simply being respondents. Opportunities for collaborative participation could include involving children in determining success criteria against which the project could be evaluated, supporting children to collect some of the data required for the evaluation themselves, or involving children in the validation of findings. Any child participation, whether consultative, collaborative or child-led, must abide by the [9 Basic Requirements for meaningful and ethical child participation](#).
- **Inclusive.** Ensure that children from different ethnic, social and religious backgrounds have the chance to participate, as well as children with disabilities and children who may be excluded or discriminated against in their community.
- **Ethical:** The study must be guided by the following ethical considerations:
 - Safeguarding – demonstrating the highest standards of behavior towards children and adults.
 - Sensitive – to child rights, gender, inclusion and cultural contexts.
 - Openness – of information given, to the highest possible degree to all involved parties.
 - Confidentiality and data protection – measures will be put in place to protect the identity of all participants and any other information that may put them or others at risk.¹
 - Public access – to the results when there are not special considerations against this
 - Broad participation – the relevant parties should be involved where possible.
 - Reliability and independence – the study should be conducted so that findings and conclusions are correct and trustworthy.

It is expected that:

¹ If any Consultancy Service Provider, Freelancer or Contingent worker will have direct contact with children and/or vulnerable adults and/or beneficiaries and/or have access to any sensitive data on safeguarding and/or children and/or beneficiaries, it is the responsibility of the person receiving the consulting service to contact the local HR team and child safeguarding focal point to ensure vetting checks and on-boarding are conducted in line with statutory requirements, local policies and best practices guidance.

- Data collection methods will be age and gender appropriate.
- Study activities will provide a safe, creative space where children feel that their thoughts and ideas are important.
- A risk assessment will be conducted that includes any risks related to children, young people's, or adult's participation. The risk assessment will be utilised as part of risk mitigation plan in conducting the study.
- A referral mechanism will be in place in case any child safeguarding or protection issues arise. A referral mechanism will be in place in case any child safeguarding or protection issues arise. A suggested mechanism would be immediate report to Save the Children Child Protection focal person.
- Informed consent will be obtained and documented where possible from all adult participants prior to their participation. For participants under 18 years of age, written informed consent from caregivers and the child's documented assent will be required. A child's refusal to participate must be respected even where caregiver consent has been provided. Save the Children will provide consent form guides to the consultant should be prepared according to the Save the Children Safeguarding Policy, which will be attached and SCT will ensure that Consultants understand the Safeguarding policy.
- The consultant will provide each participant with an age-appropriate and accessible Project Information Sheet (PIS) and consent or assent form. The study purpose, procedures, potential risks and benefits, confidentiality measures, voluntary nature of participation, and right to refuse or withdraw will be explained in a language and manner that the participant can understand. Adequate time must be provided for participants to ask questions and consider their participation before signing the relevant form.
- Participants may decline to answer any question or withdraw from the study without penalty or any effect on their access to services. The consultant must clearly explain how and by when participants may request the withdrawal of their data, taking into account the point at which the data have been anonymized or incorporated into the analysis.

The evaluation consultant team will be required to obtain approval from a Human Research Ethics Committee. Save the Children will provide assistance with this process.

5.4 Known limitations

Security: While the security situation has deteriorated in recent months, its impact has largely been confined to specific areas. Local communities continue to carry out their daily activities, including travel within and between communities. However, the consultant should remain aware of the evolving security context and exercise appropriate caution throughout the assignment.

Accessibility: Given the nature and timeline of the partnership, access to relevant stakeholders may at times be challenging, particularly when partner organizations are managing competing priorities, especially towards the end of the year when flooding may occur. The consultant should therefore allow sufficient flexibility in the workplan to accommodate potential scheduling constraints and unforeseen delays.

6.EXPECTED DELIVERABLES

The study deliverables and tentative timeline (subject to the commencement date of the study) are outlined below. The evaluation consultant and SC project coordinator/ Director of Programmes and Humanitarian will agree on final milestones and deadlines at the inception phase.

Deliverables and Tentative Timeline

Deliverable / Milestones	Timeline
The evaluation consultant is contracted and commences work	1 October 2026
The evaluation consultant will attend an evaluation kick-off meeting with SCT project and technical team, and will use inputs to develop the inception report.	2 October 2026
The evaluation consultant will submit an inception report* in line with the <u>provided template</u> , including: ▪ Study objectives, scope and key study questions ▪ description of the methodology, including design, data collection methods, sampling strategy, data sources, and study matrix against the key study questions ▪ data analysis and reporting plan ▪ caveats and limitations of study ▪ risks and mitigation plan ▪ ethical considerations including details on consent ▪ stakeholder and children communication and engagement plan ▪ key deliverables, responsibilities, and timelines ▪ resource requirements ▪ data collection tools (in line with the study matrix) Consultant develops and finalise the tools.	9 October 2026
Inception report and data collection tools reviews The inception report, protocols and the data collection tools will be reviewed by SCT and SCNL, which will be completed by the indicated date.	24 October 2026
Revised Inception report and data collection tools submission The evaluation consultant submit the revised inception and data collection tools including Thai translation, incorporating the inputs from the reviewers, preparing for the Ethics reviews (process facilitated by SCT)	31 October 2026
Incorporate the inputs from ethics reviews (if any), to finalise the inception and tools. Once the review is approved, the evaluation consultant must submit a request for any change in strategy or approach to the SCT CINTALAM Project Coordinator.	18 November 2026

Organise a validation workshop (online) with SCT team and key stakeholders. The inputs will be incorporated in the draft report. The focus will be on: ▪ Summary of interim findings ▪ Data/findings validation or additional comments. ▪ Any emerging program issues or risks (if applicable) ▪ Any changes that have had to be made to the study design (if applicable) ▪ Key tasks for the next stage of the study and any proposed refinements or changes to methodology (if applicable)	3 December 2026
1st draft report submission to SCT and will be shared with SCNL for review. (template available if useful though external actors may want to use theirs) including the following elements: ▪ Executive summary ▪ Background description of the Program and context relevant to the Study ▪ Scope and focus of the study ▪ Overview of the study methodology and data collection methods, including a Study matrix ▪ Findings aligned to each of the key Study questions ▪ Specific caveats or methodological limitations of the evaluation ▪ Conclusions outlining implications of the findings or learnings ▪ Recommendations ▪ Annexes (Project logframe, study ToR, Inception Report, Study schedule, List of people involved)	16 December 2026
First-round review by SCT, SC Netherlands and the donor SCT, SCNL and the donor will review the first draft report. SCT will consolidate all feedback and provide it to the consultant. The consultant will incorporate the feedback into the second draft report.	16 December 2026
Second draft report submission. The consultant will submit the second draft report, incorporating all feedback received during the first review round. SCT and SC Netherlands will review the second draft to confirm whether all comments have been adequately addressed and will provide consolidated feedback where further revisions are required. The consultant will incorporate this feedback into the final draft report.	11 January 2027
Final deliverables packages submission The consultant will submit; ▪ final report ▪ PowerPoint presentation of Study findings ▪ Evidence to Action Brief** ▪ Data and analysis package, including all encrypted raw data, databases and analysis outputs	18 January 2027
Final validation and approval SCT and SCNL will conduct a final validation of the report and accompanying deliverables to confirm that all feedback from the two review rounds has been adequately addressed.	22 January 2027

If any minor revisions are required, SCT will provide consolidated feedback, and the consultant shall submit the revised deliverables within one week of receiving the feedback. Final approval will be provided once all outstanding revisions have been satisfactorily completed.

*All reports are to use the Save the Children [Final Study Report template](#). Please also refer to Save the Children technical writing guide.

** The Evidence to Action Brief is a 2-4 pages summary of the full report and will be created using the Save the Children Management Response template.

All documents are to be produced in MS Word format and provided electronically by email to the SC CINTALAM Project Coordinator. Copies of all PowerPoint presentations used to facilitate briefings for the project should also be provided to Save the Children in editable digital format.

7.REPORTING AND GOVERNANCE

The evaluation consultant team lead is to provide reporting against the project plan. The following regular reporting and quality review processes will also be used:

- Verbal reporting each bi-weekly to the SC project coordinator/ Director of Programmes and Humanitarian by outlining progress made over the past month.
- A written progress updates by email to the SC project coordinator/ Director of Programmes and Humanitarian for each milestone task as agreed in the timeline, documenting progress, any emerging issues to be resolved and planned activities for the next month.

8.STUDY MANAGEMENT

The final timeline and deliverables will be agreed upon the inception phase.

What	Who is responsible	By when	Who else is involved
Study tender submissions due	CINTALAM project coordinator	September 2026	Procurement team
Tender review and selection of evaluation consultant	CINTALAM project coordinator	September 2026	Procurement teams; Finance; CC and GP Technical Advisor, MEAL Advisor
Documentation review, desk research	Evaluation consultant	1 st week of October 2026	Project team, CC and GP Technical Advisor
Inception report and Data collection tools	Evaluation consultant	24 October 2026	CC and GP Technical Advisor, MEAL Advisor
Review of inception report and data collection tools	CINTALAM project coordinator	24- 31 October 2026	CC and GP Technical Advisor, MEAL Advisor, SCNL

Final Inception and data collection tools	Evaluation consultant	31 October 2026	CC and GP Technical Advisor, MEAL Advisor
Ethics review	Evaluation consultant	31 October - 14 November 2026	REL Coordinator
Logistical arrangements	Evaluation Team with support from CINTALAM	October 2026 to January 2027	Logistic support team
Data collection	Evaluation Team	17 November – 15 December 2026	CINTALAM project coordinator
Validation workshop	Evaluation Team	3 December 2026	CINTALAM project coordinator, CC and GP Technical Advisor, MEAL, Key stakeholders.
Data management and analysis (coding, transcriptions, data cleaning, integration and analysis)	Evaluation Team	December 2026- January 2027	-
First draft of the Final study report	Evaluation Team	16 December 2026	-
Review of first draft report	CINTALAM project coordinator	16 December 2026 – 25 December 2027	CINTALAM project coordinator, CC and GP Technical Advisor, MEAL, SCNL, EUD
2 nd draft report submission	Evaluation consultant	11 January 2027	CINTALAM project coordinator, CC and GP Technical Advisor, MEAL,
Final deliverables package submission	Evaluation consultant	18 January 2027	CINTALAM project coordinator, CC and GP Technical Advisor, MEAL
Project team meeting to develop Study Response Plan	CINTALAM project coordinator	22 January 2027	Technical advisors, MEAL Advisor, REL Coordinator
Study final report is shared on Resources Centre, and with the key stakeholders.	CINTALAM project coordinator	25 January 2027	ACCM

9. EVALUATION CONSULTANT AND SELECTION CRITERIA

Interested consultants will be required to submit an Expression of Interest in line with the provided template, which should demonstrate adherence to the following requirements.

Understanding of Requirements and Experience

To be considered, the evaluation consultant must have demonstrated skills, expertise and experience in:

- Designing and conducting [outcome] EU-funded evaluations using [experimental / quasi-experimental / other] design
- Conducting studies in the field of child and youth participation, particularly in relation to climate and environment.
- Leading socio-economic research, evaluations or consultancy work in Deep South Thailand that is sensitive to the local context and culture, particularly child rights, gender equality, ethnicity, religion and minority groups and/or other factors.
- Conducting ethical and inclusive studies involving children and child participatory techniques
- Conducting ethical and inclusive studies involving marginalised, deprived and/or vulnerable groups in culturally appropriate and sensitive ways
- Managing and coordinating a range of government, non-government, community groups and academic stakeholders
- Experience conducting study in humanitarian contexts
- Sound and proven experience in conducting evaluations based on OECD-DAC evaluation criteria, particularly utilisation and learning focused evaluations
- Extensive experience of theories of change and how they can be used to carry out evaluations
- Strong written and verbal skills in communicating technical and/ or complex findings to non-specialist audiences (especially report writing and presentation skills)
- A track record of open, collaborative working with clients

There is a high expectation that:

- Members (or a proportion) of the evaluation consultant have a track record of previously working together.
- A team leader will be appointed who has the seniority and experience in leading complex study projects, and who has the ability and standing to lead a team toward a common goal.
- The team has the ability to commit to the terms of the project and have adequate and available skilled resources to dedicate to this study over the period.
- The team has a strong track record of working flexibly to accommodate changes as the project is implemented.

Financial Proposal

Save the Children seeks value for money in its work. This does not necessarily mean "lowest cost", but quality of the service and reasonableness of the proposed costs. Proposals shall include personnel allocation (role / number of days / daily rates / taxes), as well as any other applicable costs.

10. SCHEDULE OF PAYMENT

The following payments will be made to the consultant using and agreed mode of payment.

- Upon approval of inception report and tools: 30%
- Upon submission of First Draft study Report: 40%
- Upon approval of final study report: 30%

11. HOW TO APPLY

If you are interested in applying for this study, please submit the following documents to arif.leh@savethechildren.org :

- 1) *Technical proposal outlining your understanding of the requirements and relevant experience*
- 2) *CVs of the team lead and team members*
- 3) *Financial proposal*

The deadline for submission is **27 September 2026**



Annex 4: SCI Evaluation Scoring for perspective consultants

Category	Evaluation Quality Criteria (used for internal scoring after completion)
Purpose, Design and Methods	1. Does the evaluation report clearly identify the evaluation's purpose (including its key objectives, questions and criteria) as set out in the evaluation's Terms of Reference (ToR)?
	2. Are the data collection and analysis methods a clearly justified approach to addressing the evaluation's purpose and questions? (Do they provide valid, reliable and ethical data?)
	3. Is the methodology suitably tailored to the context and population groups to which the evaluation questions relate (e.g. re gender, disability, socio-economic status, geographic location, cultural context, ethnicity)?
	4. Is the size and composition of the sample in proportion to the conclusions sought by the evaluation?
	5. Does the evaluation build on what is already known, for example existing tried and tested frameworks and tools, existing data/evidence, and previous lessons learned?
	6. Are the methods used to collect and analyse data and any limitations of the quality of the data and collection methodology explained and justified?
	7. Has any personal and professional influence or potential bias among those collecting or analysing data been recorded and addressed or mitigated ethically?
Analysis and Findings	8. If evaluating impact, is a point of comparison used to show that change has happened (eg. a baseline, a counterfactual, comparison with a similar group)?
	9. Is the explanation of how (e.g. theory of change, logframe, activities) the intervention contributes to change explored?
	10. Is the data well triangulated, such as by using different data collection methods, types of data and stakeholder perspectives?
	11. Are alternative factors (eg. the contribution of other actors) considered to explain the observed result alongside an intervention's contribution?
	12. Are unintended and unexpected changes (positive or negative) identified and explained?
	13. Are the perspectives of children & communities included in the evidence, including the most deprived and marginalised? Note: For evaluations focused on young children, caregiver perspectives are adequate instead.
	14. Are the findings disaggregated according to sex, disability and other relevant social differences?
	15. Is there a clear logical link between the data that was collected and analysed, and the conclusions and recommendations presented?
Communication and Use	16. Are conflicting findings and divergent perspectives presented and explained in the analysis and conclusions?
	17. Are the findings and conclusions of the assessment shared with and validated by a range of key stakeholders (eg. communities, partners, Save the Children staff)?
	18. Is the analysis and interpretation of the data well communicated through accessible language and helpful visuals (diagrams, graphs, tables as needed)?
	19. Are references, annexes and links included that provide additional relevant data, analysis or references (including key documents and which individuals/stakeholders were involved)?
	20. Is there a clear plan for how to use the results, including recommendations that are 'SMART' (Specific, Measurable, Achievable, Relevant, Timebound) and directed toward the appropriate 'end users', a dissemination plan, and specific actions for implementing these recommendations?

ToR prepared by:	Teerasan Thammayot, REL Coordinator teerasan.thammayot@savethechildren.org Niabdulghafar Tohming, Project Coordinator - CINTALAM niabdulghafar.tohming@savethechildren.org
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Date of sign off:	10 Sep 2026

Who can I contact if I have a question or comment about this document?

Please contact the Evidence Quality and Innovation TWG at EQITWG@savethechildren.org.
as well as SCI Centre Evidence and Learning Team
at CentreEvidenceandLearning@savethechildren.org