



TITLE: Caritas Zimbabwe Emergency Schools Feeding Programme

Caritas Zimbabwe EA16/2024/Zimbabwe/El Nino Induced Drought Schools Feeding Programme

1. BACKGROUND

Zimbabwe experienced the worst drought in the last 40 years during the 2023/24 agricultural season prompting the President of Zimbabwe to declare a State of Disaster in April 2024. The drought relegated more than 7 million people and more than 2 million children to food insecurity.

In response the Government of Zimbabwe initiated the Schools Feeding Programme in 20 most affected districts with an objective *“To contribute to the Government of Zimbabwe’s target of ensuring school attendance to 351 131 learners in the 20 most affected and prioritised districts through the Schools Feeding Programme by September 2025”*. Caritas Zimbabwe responded by launching an emergency appeal within the Caritas Internationalis Federation. The Emergency Appeal project was implemented in Binga (Hwange Diocese), Gokwe (Gokwe Diocese) and Makoni district (Mutare Diocese) reaching out to 12 000 pupils. The project distributed Corn Soya Blend (CSB) in the following Schools namely.

Diocese	Name of School
Diocese of Gokwe (Gokwe North and South Districts)	Chematendera, Gwavi, Musita, Tsungi, Shingai, Hwadze, Kwayedza
Diocese of Mutare (Makoni District)	Chipwanya, Nyamuronda, St Judes, Chidamunyu, Nzvimbe, St Patricks,
Diocese of Hwange (Binga District)	Muchesu, Samende, Nsenga, Lusulu, Musenampongo, Lubu and Kariangwe

The project was implemented from November 2024 to August 2025 in the above-mentioned schools. In March 2025, CAFOD conducted the Real Time Evaluation of the project to understand the impact of the project, its relevance and identify points of improvement.

Below is the project summary.

Emergency Appeal Goal: To contribute to the Government of Zimbabwe’s target of ensuring school attendance of 351 131 learners in the 20 most affected and prioritised districts through the Schools Feeding Programme by September 2025.

Timeframe: From 1 November 2024 to 30 August 2025

Total number of Children: 12 000

Funds received: USD 416 604.24.

Original budget: USD 326 604.00

Final budget: USD 416 604.24

Explanation of the revision: instead to be implemented only 2 quarters it was implemented/extended on 3 quarters to cover the complete school year

2. OBJECTIVES OF THE EVALUATION

The final evaluation will focus on the following key objectives:

- Assess the relevance, appropriateness, effectiveness, accountability and impact/sustainability of the programme;
- Assess the effectiveness of the leadership of Caritas Zimbabwe in coordinating the dioceses and CI MOs within the food crisis response
- Identify lessons learned, best practices and recommendations to inform future programme design.

3. KEY EVALUATION QUESTIONS

Relevance/appropriateness

- How did Caritas Zimbabwe ensure understanding of the local context in the emergency? What context analysis was done - gender, protection, conflict/security sensitivity?
- Were needs assessments conducted with the affected community? Was programme design based on an impartial assessment of needs? Were needs assessments disaggregated by age, sex and disability? Do they include people’s needs, vulnerabilities and capacities? Did they include questions to understand the safety and access concerns of diverse affected populations? Did they use participatory techniques?
- Did the assistance provided by Caritas Zimbabwe meet the needs of the affected population? Were the persons most in need identified, selected, and supported by the programme?

- Which parts of the assistance were the most appropriate and why? Which were least appropriate and why? Does the programme adapt to the changing needs of programme participants?
- Were protection concerns adequately considered in the design of assistance?
- Were recommendations and learning from past reviews and evaluations applied to the response?

Response timeliness/ effectiveness

- Was the response timely? What internal and external factors affected the speed of the response?
- Which activities were the most effective or least effective and why? What were the biggest obstacles to the achievement of the purpose of the intervention?
- Was the internal organizational and managerial structure of the project effective?
- Were there appropriate systems in place to monitor activities, outputs and outcomes of the programme? Did monitoring outcomes inform programme adjustments/revisions?
- Did the project activities lead towards the achievement of the expected results/indicators as set in the Results Framework?
- Did procurement and logistics systems perform effectively? Were there any challenges and/or lessons learned?
- Did the programme consider operational risks effectively, including risk mapping and contingency planning?

Safety, Access and Dignity

- Were all staff/volunteers trained on the Caritas Zimbabwe safeguarding policies and procedures?
- To what extent was the affected population involved in the design or implementation of the programme?
- How did the response ensure safety, access and dignity of targeted people and communities taking into account issues of sex, age and diversity?
- Were there clear targeting/selection criteria based on needs and vulnerability and were community members aware of these criteria?

- Did the programme adapt activities to ensure meaningful access for diverse and marginalised groups, for example elderly, people with disabilities, hard-to-reach communities?
- How did the response ensure that programme participants actively participate in all phases of the project cycle (from identification of needs to monitoring and evaluation)?
- What mechanisms were in place to ensure that beneficiaries can provide feedback about the quality of the assistance and the performance of the organisation/staff? Did they work effectively?
- What mechanisms were in place to ensure that beneficiaries can raise concerns and make complaints in a safe and confidential manner? Did they work effectively?

Coordination

- How effective was Caritas Zimbabwe in coordinating internally?
- How effective was Caritas Zimbabwe in coordinating with the dioceses and CI MOs?
- How effective was Caritas Zimbabwe in coordinating with external stakeholders such as other agencies, organisations, the local and national government?
- What aspects of coordination could be improved in the future and how?

Impact/Sustainability

- Has the Caritas response strengthened local capacities?
- What are the intended and unintended, positive and negative effects of the project?
- What, if any, aspects of the programme will have a longer-term impact?

4. METHODOLOGY

The final evaluation will rely on two main evaluation stages (1) design phase (2) field phase

Design phase

- The evaluator(s) will undertake a desk review of programme documentation including planning documents, project proposals, situation reports and quarterly reports;
- The evaluator(s) will also review other relevant documentation such as minutes of decision-making meetings, Zimbabwe Flash Appeal, consolidated situation reports of the Caritas response (if applicable);
- The evaluator(s) will review other monitoring and reporting documents from secondary sources

- If appropriate, the evaluator(s) will obtain feedback from the focal point in the Caritas Internationalis General Secretariat - Humanitarian Department on the most relevant sites to visit.

Field phase

- After the design phase, the evaluator(s) will conduct fieldwork to collect and analyse data in order to answer the evaluation questions;
- Data collection methods should be inclusive and utilise a range of methods, including focus group discussions and key informant interviews and with key project stakeholders. The CI humanitarian focal point will be included in the list of key informant interviews. The use of surveys and other remote data collection tools should also be explored by the evaluators to maximise data collection;
- The evaluator(s) should ensure a systematic triangulation of data sources and data collection methods and tools, and seek to validate data through regular exchanges with programme staff where appropriate.

5. EXPECTED OUTPUTS

The evaluator(s) should produce the following key deliverables:

- Draft Evaluation Report to be submitted to Caritas (name)/ CI support mechanism (if applicable) and the CI Humanitarian Department
- Final Evaluation Report inclusive of:
 - ✓ Executive Summary
 - ✓ Background
 - ✓ Introduction
 - ✓ Context
 - ✓ Description of Methodology
 - ✓ Main findings
 - ✓ Conclusions inclusive of best practices and lessons learned
 - ✓ Recommendations.

6. USE OF THE EVALUATION RESULTS

The intended audience for the evaluation are Caritas Zimbabwe key staff, including senior management, CI MOs who have supported the programme, the Caritas Internationalis Humanitarian

Department and the Caritas Confederation. Evaluation findings will be shared with programme participants as appropriate.

7. REQUIRED COMPETENCIES

The competencies required from the External Evaluator are:

- Advanced degree in social sciences, political sciences, economics, development or related fields.
- Experience in leading evaluations, especially in the field of humanitarian response.
- Ability to use participatory approaches to evaluation.
- Experience of operational management of humanitarian/development programmes.
- Good knowledge of the local context.
- Good analytical skills.
- Excellent writing skills in English.
- Any other appropriate language skills.
- Understanding of the Catholic Church and Caritas structure and mission.

8. CONSULTANT'S PROPOSAL

Proposals should include:

- Proposed evaluation methodology (if different from above);
- Description of deliverables and a timeline;
- A financial proposal including the cost implication for other evaluators if any;
- CV(s) of evaluator(s).
- Valid Tax Clearance

Application

Kindly send the application package to gensec@zcbc.co.zw and copy zbcadmin@zcbc.co.zw.

Closing date is 8 August 2025. Any submissions made after the deadline will not be accepted.

9. TIME FRAME

Evaluation phase	Activities	Dates	# of Days
Preparatory	Develop draft Evaluation TORs for sharing with Caritas Internationalis	7-11 July 2025	3 days
	Flighting of Tender Advert	17 July to 8 August 2025	21 days
Design	Evaluation of bids	12 August 2025	1 day
	Signing of contract with the evaluator	18 August 2025	1 day
	Inception Meeting (Virtual)	15 August 2025	1 day
Field phase	Development of Data collection Tools (incorporate feedback from CIMOs)	19-23 August 2025	5 days
	Pilot field testing of data collection Tools	4 September 2025	1 day
	Field data collection in Binga, Gokwe (North and South) and Makoni districts	4-13 September 2025	10 days
	Presentation of draft evaluation report to Caritas Zimbabwe and validation with districts	19 September 2025	1 day

Reporting	Incorporation of feedback into the draft report by the Evaluator	19-23 September 2025	5 days
	Submission of final evaluation report	25 September 2025	1 day