

EVALUATION OF MHPSS INTERVENTIONS (SYRIA/TURKEY FUND AND UKRAINE FUND)

Terms of reference

1. Introduction/Background

Fondation Suisse de la Chaîne du Bonheur (Swiss Solidarity), created 79 years ago and based in Geneva, Switzerland, launches fundraising campaigns for the victims of major humanitarian crises, in partnership with the Swiss Broadcasting Corporation (SSR/SRG) and private media. With the funds raised, Swiss Solidarity supports relief projects in Switzerland and abroad. In 2024, Swiss Solidarity provided CHF 63 million to 301 projects. Among Swiss Solidarity's key areas of focus were regions in Turkey and Syria most impacted by the February 2023 earthquakes and regions in Ukraine most affected by the war.

As part of its response, Swiss Solidarity has financed projects, offering cash assistance, livelihoods, shelter, rehabilitation of schools and water networks and, among others, mental health and psychosocial support (MHPSS). The MHPSS ranged from community-based support to specialised services. Swiss Solidarity aims to evaluate the quality of the MHPSS interventions in Syria and Ukraine.

2. Objectives

The core purpose of this consultancy is to gain a clearer understanding of the quality of the supported MHPSS activities as well as to enhance Swiss Solidarity's ability to assess the quality of proposed MHPSS interventions.

The consultancy has thus two key objectives:

1. Evaluate the relevance, and effectiveness of MHPSS activities of on-going interventions. Based on this analysis, provide recommendations for Swiss Solidarity and its partner organisations on areas for improvement in the design and execution of these interventions.
2. Suggest to Swiss Solidarity methods, tools and standards to assess the relevance and quality of future MHPSS interventions that are proposed by its partners.

3. Questions

The following questions should be assessed:

Relevance:

- Have the MHPSS needs and gaps been properly assessed and captured at assessment stage?
- Do the MHPSS activities address the specific needs of the affected target population?
- At what level of the MHPSS Intervention Pyramid do interventions take place?
- Does the project have standard and specific selection criteria in place, tailored to the MHPSS activities?
- Has the affected target population been involved in the design and implementation of the MHPSS activities offered?

- To what extent has the project design considered and addressed potential cultural stigma, fear, and prejudices related to MHPSS support, in order to encourage help-seeking behaviors?

Effectiveness:

- Are the interventions evidence-based and likely to achieve their stated objectives?
- To what extent are interventions in line with major guidelines (such as IASC Guidelines on Mental Health and Psychosocial Support in Emergency Settings; IASC MHPSS Minimum Services Package, IASC Common Monitoring and Evaluation Framework, WHO protocols etc.)?
- Does the set-up allow the proper implementation of activities (respecting standards such as confidentiality)?
- Does the intervention incorporate and monitor ethical considerations (such as informed consent, confidentiality, do no harm principles etc.)?
- Do the staff set-up, the training required and provided, and the provided framework (e.g. supervision) allow for qualitative interventions?
- Do the interventions plan for measuring the anticipated effect on mental health and psychosocial well-being at individual, family, and community levels? If so, are appropriate standard indicators used, based on a baseline?

4. Scope

The evaluation will review ongoing and recently completed projects with MHPSS components. At the time of establishing these terms of reference, the following projects appear to be relevant for the evaluation:

SwS Reference	Organisation	Country	Title	Start	End	Amount (CHF)
325.007	Fond Tdh	Syria	Strengthening Child Protection and WASH services in earthquake-affected communities	01.06.24	31.05.25	993'800.-
332.007	Solidar	Syria	Rebuilding Resilience: Comprehensive Shelter, Protection and Education Support for Earthquake-Affected Communities	01.12.24	31.12.25	999'441.-
326.020	Caritas	Syria	Sustainable Transition And Resilience Track	01.03.24	30.11.25	1'000'000.-
333.018	Medair	Ukraine	Building resilience through integrated shelter, health and protection services	01.01.25	31.12.25	2'000'000.-



332.004	MdM	Ukraine	Improving health and protection conditions of the population affected by the conflict	01.11.24	30.10.25	2'000'000.-
334.003	Tdh	Ukraine	Pathways to resilience: strengthening PS and protection for war-affected children and families	01.04.25	31.03.26	2'000'000
329.036	Caritas	Ukraine	RISE: Resilience through Integrated Services for Social Empowerment	01.07.24	30.06.25	1'982'833.-
331.007	Save the Children	Ukraine	Integrated Child Protection and MHPSS response	01.12.24	30.11.25	2'000'000

5. Methodology

The evaluation team is expected to use mixed methods, that could include the following:

- A review of available project documentation (funding application consisting of a narrative, a logical framework and a budget; interim and final reports; SOPs and protocols etc.)
- Desk review that includes a review of existing literature and reports resulting from accountability to affected population initiatives and available evaluations
- Project visits and interviews with affected people, project staff, and other relevant stakeholders

Project visits are highly encouraged. In case that no project visits are planned, it is up to the evaluation team to justify this decision, and outline how they plan to ensure that key informant interviews with project staff and other relevant actors will be undertaken.

It is the duty of the evaluators to propose and to justify a methodology and a sequence of activities in the bidding document. The evaluation team is then expected to present a more detailed methodology in the inception report.

6. Expected deliverables

The selected contractor will be expected to submit the following documents in English:

1) Inception report

The inception report must include:

- a. The list of projects to be considered
- b. A detailed work plan
- c. Description of the technical approach and detailed and clear methodology proposed (incl. tools & technology to be used, timeline, sampling method, etc.)



- d. An evaluation matrix setting out: the subsidiary evaluation questions; the criteria used for assessing the questions; the planned sources for the necessary data and the methods used to collect the data
 - e. The risks inherent in the proposed methodology as well as the broader risks that the evaluation may face.
 - f. The planned structure of the final report.
- 2) Final report (max. 40 pages)
- a. This report will be confidential and only accessible to Swiss Solidarity and the Swiss partner organisations.
 - b. The final report should include a two-page summary drafted in accessible language suitable for a general public.
 - c. The report should include a list of recommendations, categorised according to priority (high, mid, low). Such recommendations may go beyond the scope of the evaluation questions laid out above and ideally relate to any of the OECD DAC evaluation criteria.
 - d. Although the final report should present the findings jointly for both countries, it must include distinct sections detailing observations and recommendations for Ukraine and Syria. These sections should be translated into Ukrainian and Arabic.
 - e. Raw data, including meeting minutes of observations during field visits and summaries of key informant interviews (KIIs), focus group discussions (FGDs) etc. must be annexed to the report.
- 3) Online presentation of approximately two (2) hours to the participating organisations
- a. The online presentation should include a summary of the findings, recommendations, and provide space for feedback and questions.
- 4) External anonymised report (max. 10 pages)
- a. This report, with the aim of being shared externally, should summarise the findings by anonymising the participating organisations.
 - b. This report should be translated into Ukrainian and Arabic.

7. Timeline

Description	Deadline
Publication of call for interest	April 2025
Deadline for submissions	May 2025
Recruitment of the contractor	May 2025
Inception phase	June 2025
Draft final report	September 2025
Online presentation	September 2025
Finalised final report	October 2025
Draft external anonymised report	October 2025
Finalised external anonymised report	November 2025

8. Insurance and security management

The contractor is responsible for its own insurance coverage and security management.



9. Requirements

Only offers that meet the following two exclusionary criteria will be considered for evaluation:

- Previous experience in evaluating MHPSS interventions
- A psychologist is part of the evaluation team

10. Assessment criteria

Offers will be evaluated using the following assessment criteria:

Aspect	Criteria	Points
Context knowledge	The contractor has a thorough understanding of the Syrian context	5
	The contractor has a thorough understanding of the Ukrainian context	5
Team	The team leader has excellent writing skills in English	5
	One of the team members has excellent command of Arabic	5
	One of the team members has excellent command of Ukrainian	5
	One of the team members is a psychologist with significant clinical experience	10
Access & Risk Management	The contractor has suitable policies and systems in managing risks and is willing to access high-risk environments	5
Technical expertise	Previous experiences in evaluating MHPSS activities and extensive knowledge of MHPSS	15
	Experience and expertise in undertaking qualitative evaluations	5
Methodology	The proposed methodology and tools are fit for the purpose of responding to set objectives	20
Price	Score = $20 \times (1 - (\text{this bid} - \text{cheapest bid}) / (\text{most expensive bid} - \text{cheapest bid}))$	20
Maximum possible score		100

11. Cost

The maximum amount of working days for this consultancy is set at 40 working days, plus expenses.

12. Bid instructions

Bidders should submit the following:

- 1) A cover letter (max. one (1) page) outlining the motivation and qualifications to apply. It must be clearly stated that the contractor is able to dedicate approximately two (2) months of work over the next six months.
- 2) Summary table outlining how the bidder fulfils each of the assessment criteria
- 3) CVs of team members
- 4) Samples of previous works



- a. Evidence or sample of works related to Syrian context
 - b. Evidence or sample of works related to Ukrainian context
 - c. Evidence or sample of relevant security management policies
 - d. Evidence or sample of works evaluating MHPSS activities
 - e. Any other relevant sample of works
- 5) A short (no more than two (2) page) conceptual framework with the proposed methodology, including limitations and ethical considerations
 - 6) A succinct workplan for the assignment
 - 7) A financial proposal with a detailed breakdown of costs (in Swiss Francs) for the overall assignment. This should include:
 - a. The daily cost and number of days by task for each expert
 - b. The daily cost and number of days for other personnel (if required)
 - c. The costs of per diems by location per day
 - d. All other costs for the evaluation (the team will be responsible for organising workshops and their own transport, accommodation and security management)

13. Submission of offers

Bids should be submitted by 23h59 (Geneva time) on the 18.05.25 to: jobs@swiss-solidarity.org with the subject "Evaluation of MHPSS Interventions".

