



## Bangladesh Nari Progati Sangha (BNPS)

### ToR for the External Evaluation of **Advancing Equality of Women and Marginalized People (AWAM) project**

#### **1. Background of the Organization:**

**1.1. Bangladesh Nari Progati Sangha (BNPS)** is an activist women organization founded in 1986, working to establish equality for women. BNPS strives to develop women agency at the grass-roots and contribute to bring their voices to national, regional and international level. BNPS has been advocating and researching for policy reforms aiming at women's emancipation, including ethnic and religious minorities.

BNPS envisioned a society free from all sorts of discrimination, where nobody is left behind with a mission for engaging women to discover their potential as change agent and driving force for social transformation. And it believes in the principles of non-discrimination, diversity and secularism.

BNPS accomplishes its mission via four program areas: 1). Making education gender sensitive; 2). Advocating and researching for policy reforms; 3). Developing women's agency for socio-economic and political empowerment; and 4). Engaging in civic actions against GBV and VE.

BNPS works with women and men in rural and urban setup. Besides it works with policy makers, service providers, opinion leaders, local government (LG) authorities, media and law enforcing agencies. Youths are its strategic stakeholders in schools and community along with parents and SMC.

BNPS follows a bottom-up right based approach linking community for facilitating and mobilizing concerted efforts of different CBOs/CSOs to promote the principles of non-discrimination not only for empowering women but also for transforming disabling environment to an enabling environment; so that women, minority and other marginalized groups can enjoy and exercise constitutional and human rights.

BNPS focuses on social, economic and political empowerment of women, gender equality, strengthening of local government, electoral reform, education reform, gender budget analysis and women in climate change. In addition, BNPS has been taking up many firm steps on many challenging issues like inheritance laws, women representation in power structure i.e. parliament and local government, Sexual and Reproductive Health and Rights (SRHR), Prevention of Violent Extremism (PVE), Violence Against Women and Girls (VAW/G) and issues of women workers.

At present, BNPS has been implementing 13 projects funded by different UN agencies and development partners, such as UN Women, BftW, Misereor, EKN, Simavi, Oxfam in Bangladesh, IRC, WWDP and IMADR-AC.

BNPS has special membership status in the UN Economic and Social Council, ECOSOC.

## 1.2. Background and salient information of the AWAM Project:

Advancing Equality of Women and Marginalized People (AWAM) project is one of the core programs of BNPS. The organization has been implementing the initiative since 2015 with continued financial support from the MISEREOR, Germany. The present phase of the project interventions started in July 2020 and will end in June 2022.

This project has been planned in such way that, it will create an environment where deprived women in the project area has improved their socio-economic status by forming women's active group, cluster committee and community groups with the support of young people and spouse of group members. Group leaders will have scope to enhance negotiation and communication skills through *Advance Leadership Training*. The project is to organize training on social leadership and volunteerism for women leaders to equip them in planning, participation in public hearing and raising their voices to representatives from LGIs, government department and administration. Young people are to support in organizing debate competition on GBV, child marriage, sexual harassment and PVE in secondary schools.

The project is to engage young people to play pivotal role as active citizens, and supporting the women groups in communities. It is expected that the project facilitate opportunities for women in organizing annual youth assembly, day observation, performing in the cultural events, holding consultation meetings with the local administration, elected representatives and law enforcing agencies. With the support of these activism and action, they are to encourage young people in prevention and protection of GBV, sexual harassment and child marriage. With an advanced training on citizen driven advocacy, women organizations and their group members will be encouraged them to take actions on advocacy initiatives, learning and sharing with others.

As a result the youth become capable to organize meeting/workshop/seminar/press conference in upazila and districts for ensuring enabling environment and access to public services. The women group members are to participate in the local government elections to take part in local power corridor. The other women members would play significant role in campaign, as agents for those women who got nominations for elections. As a result confidence level of the women will be enhanced in making informed decision regarding their lives and employment opportunities.

BNPS is working to hand-over management of the women groups gradually based on their capacity to operate groups by their own. These groups are working together, analyze situation and problems, prepare plan and carry out activities in cooperation with other members, and cluster committee and community forum. Women group members are equipped with information on what, when and how to access each of the service agencies in Union, Upazila and City Corporation level, and being able to overcome the barriers to access of services. Furthermore, mobilization of youth in community and schools with different activities are encouraging them to take initiatives as change maker.

<b>Development Goal of AWAM:</b>	Women benefit from gender equality in their families and in society.
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<p><b>Project Objective 1:</b> Women's groups are increasingly acting independently and stand up for their interest.</p>	<p>Indicator-1.1: 50% regular group meetings are no longer held by BNPS, but by the groups themselves; Indicator-1.2: 400 women advocate for access to resources vis-à-vis local governments and service providers. Indicator-1.3: 50% of men in the project area raise their voices against the violation of women's rights.</p>
<p><b>Objective 2:</b> Youth groups contribute to reduced sexualised violence against women at schools and in their communities and thus promote equality and social interaction.</p>	<p>Indicator-2.1: The targeted schools in the project area have a sexual harassment policy and their student cabinets are active and functioning well as per ToR of the cabinet. Indicator-2.2: 480 youth group members participate in trainings and events on violence against women, Sexual and Reproductive Health and Rights (SRHR), the promotion of democracy, and gender equality.</p>

The geographic coverage of AWAM project is located, one in the rural areas at the northern part of the country i.e. two Upazila; Netrakona Sadar and Barhatta (commonly known as Haor area) under Netrakona district, and the other one, in urban areas, such as Sabujbagh, Khilgaon, Demra and Rayerbazar thana under Dhaka City (where poor people generally live in slum areas that is commonly characterized as densely populated, lack basic social services and infrastructures, and available services are controlled by the persons who show their supremacy with dominating illegal power, influential people linked with the ruling party and law enforcing agencies).

The direct and indirect beneficiaries of the project are as follows for total project period. Number of beneficiaries will be contacted in evaluation can be set during methodology finalization through discussions.

- a. Direct beneficiaries: 15,700 adults – (8,000 female group members and 7,700 male members of the family of group members); 800 youth – (400 boys and 400 girls). Women are commonly vulnerable, deprived of their rights, exploited and discriminated in different areas of life in the family and society. Male members of the family (particularly husband) are included in the project. Adolescent boys and girls (aged 13 - 19 years) at the secondary schools, and dropped out from these institutions will be the project direct beneficiaries.
- b. Indirect beneficiaries: 100,000 community people. Responsible stakeholders are; government officials, civil society representatives, local elites, people from different occupations, service providing agencies, teachers and parents, who will support the women & adolescents group members to get access to quality services from the relevant authorities.

BNPS intends to commission an External Evaluation of this project for the period covering from the previous phase, July 2018 to June 2020 and the present phase, July 2020 to June 2022. The principle objective of this External Evaluation is to assess of overall Relevance, Coherence, Effectiveness and Efficiency of the AWAM project and progress made towards achieving of the set objectives within the project period and problems/issues that need to be addressed in the remaining period of the current phase of the intervention. Another objective is to identify gaps in the implementation process, systems and targeting to solicit recommendations for the new phase planning.

With this view, this Terms of Reference (ToR) for the external consultants has been prepared. Led by a senior experienced management and development consultant, a team of two consultants will be contracted by BNPS to carry out the External Evaluation.

## **2.1 Scope of Evaluation**

The major scope of work for the selected consultants are, but not limited to, the following:

- a. Have detail briefing including clarification of all issues deemed necessary from the project holder and field management before starting of the fieldwork and obtain necessary data and information from them for proper evaluation of the project.
- b. Review of all project related documents made available to the consultants.
- c. Preparation and submission of information collection tools (ICTs) to be used by the consultants and their team members at least one week before starting of fieldwork and get approval of the same from the project holder. The management of the project holder will critically review the same to assess their suitability for the purposes of their use and will offer their observations on the same for finalization of the same by the consultants, if necessary.
- d. Preparation of activity timeframe for performance of the assignment and get approval of the same from the project holder at least one week before starting of fieldwork. The activity timeframe will include, among others, the last date of submission of draft report and the same of final report after accommodating the reasonable feedback/ comments/ observations of the project holder and the donor.
- e. Carrying out the External Evaluation of the project including assessment of its achievement of objectives within the period of agreed activity timeframe for performance of the assignment.
- f. Application of best judgment of the consultants wherever felt necessary.
- g. Preparation and submission of draft and final reports incorporating all important findings and gaps, suggestions and recommendations, etc. to the project holder and the donors within time schedule mentioned in the activity timeframe and as per schedule mentioned in the consultancy contract.

## **2.2. Objectives of Evaluation:**

A) To assess overall Relevance, Coherence, Effectiveness and Efficiency of the AWAM project and progress made towards achieving of the set objectives within the project period and

problems/issues that need to be addressed in the remaining period of the current phase of the intervention.

B) To identify remaining needs and gaps to solicit recommendations for the new phase planning and project development.

### 2.3. Users of the evaluation:

The main users of the findings of External Evaluation will be BNPS, project staff, project stakeholder, MISEREOR/German Catholic Agency for Development Aid (KZE) and other related stakeholders.

### 3. Evaluation questions

The key questions that need to be answered by this evaluation are mentioned below. Following five evaluation criteria – relevance, effectiveness, efficiency, impact and sustainability will be applied for this evaluation.

Evaluation Criteria	Mandatory Evaluation Questions
<b>Effectiveness</b>	<ol style="list-style-type: none"> <li>1. To what extent are the implementation process and results of various components of the project in the previous and the current phase of intervention in its right track for achieving its objective?</li> <li>2. To what extent is the project reaching the targeted beneficiaries at the project output levels? How many beneficiaries have been reached in the previous and the current phase of intervention?</li> <li>3. To what extent has this project generated positive changes in the lives of targeted (and untargeted) women and girls in relation to the specific forms of support extended training, skills and services from institutions and actions against stop violence addressed by this project? What are the key changes in the lives of those women and/or girls? Please describe those changes.</li> <li>4. Revisit the previous and existing operational plan of the project and define the project boundaries from starting to the middle contributed to the achievement and/or failure of the intended project outputs. How?</li> <li>5. To what extent are the project in its pathways in advocating for policy change? If it changes needed. (Analyzing power dynamics and trends on attitudes change).</li> </ol>
<b>Relevance</b>	<ol style="list-style-type: none"> <li>1. To what extent are the project strategy and activities implementing relevant in responding to the needs of women and girls?</li> <li>2. To what extent do achieving results (project goal, outcomes and outputs) continue to be relevant to the needs of women and girls and adolescents?</li> </ol>
<b>Efficiency</b>	<ol style="list-style-type: none"> <li>1. How efficiently and timely has this project been implementing and managing in accordance with the project document, operational plan</li> </ol>

	and resourcing?
<b>Impact</b>	<ol style="list-style-type: none"> <li>1. Will the project contribute to the attainment of overall development goal?</li> <li>2. Additionally, whether and, if so, which other positive and negative changes have occurred will be investigated?</li> </ol>
<b>Sustainability</b>	<ol style="list-style-type: none"> <li>1. Will the intended positive changes (foreseeable) have a lasting effect?</li> </ol>

#### 4. Evaluation design

**4.1 Methodology:** It is expected that the evaluation team will propose detail methodology during their submission of the application. It should be based on the mentioned evaluation objectives and criteria. BNPS may propose to change or adjust the methodology during discussions with the evaluation consultants.

Primary data will be collected from following sources:

Primary beneficiaries: Women group members and group leaders, Spouses of group members, adolescent boys and girls in the 13 to 19 age band as well as teachers from secondary school.

Secondary beneficiaries: Community people, parents, SMC members, representatives of Union Parishad, Upazila Parishad, City Corporation and relevant government officials at local and national level identified.

Organization staff: Project staff of center offices and BNPS Senior Management Team at central office.

Key stakeholders: BNPS project teams, Women groups, Young people, and different committee members, relevant policy makers, local government bodies, local level administration (service providers), opinion leaders, and partner organizations.

#### 4.2 Available documents

The project proposal, progress reports, monitoring records, publications, training modules, training reports, intervention records in schools will be available so far for the analysis. BNPS will provide all required documents to the evaluators.

#### 4.3 Evaluation activities and schedule

The External Evaluation of the project will be completed in total 45 working days of three calendar months. The number of working days will be agreed upon in the first meeting with the consultant, based on the submitted consultancy proposal/offer. The consultant will accomplish the entire assignment of the project evaluation within this timeframe.

#### 5. Key deliverables of evaluators and timeframe

	<b>Deliverables</b>	<b>Description of Expected Deliverables</b>	<b>Timeline of each deliverable</b>
1	<b>Kick-off and Clarification Meeting</b>	Organizing materials, documents and contacts for providing to the evaluators, preparation to ensure availability of relevant stakeholders.	6 February 2022

2	<b>Inception report</b> (Language of the report: English)	<p>The inception report provides BNPS and the evaluators with an opportunity to verify that they share the same understanding about the evaluation and clarify any misunderstanding at the outset.</p> <p>An inception report must be prepared by the evaluators before going into the field and full data collection stage. It must detail the evaluators' understanding of what is being evaluated and why, showing how each evaluation question will be answered the way of: proposed methods, proposed sources of data and data collection/analysis procedures.</p> <p>The inception report must include proposed schedule of tasks, activities and deliverables, designating a team member with the lead responsibility for each task or product.</p>	10 February 2022
3	<b>Data collection and field visit</b>	Proposed methods, proposed sources of data and data collection/analysis procedures are to be finalized in a briefing meeting. Format and questionnaire will be developed by the evaluator and shared for feedback and finalize for the evaluation process. Developed question has to be tested as field test and an orientation for the data collectors to be organized on the final questionnaire, guidelines and frame work for data collection. A field visit plan to be developed and shared with BNPS management by the evaluator.	15 February 2022
4	<b>Debriefing</b>	Findings through data collection from field are to be shared in debriefing session by the consultants with BNPS Senior Management Team organized by BNPS at its Central Office.	15 March 2022
5	<b>Draft evaluation report</b> (Language of the report: English)	Evaluators must submit draft report for review and comments by all parties involved. The report needs to meet the minimum requirements and quality agreed upon the briefing meeting.	24 March 2022
6	<b>Final evaluation report</b> (Language of the report: English)	Relevant comments from key stakeholders must be well integrated in the final version of the report and should be well accepted by the project holder.  The final report will be disseminated widely to the relevant stakeholders.	30 March 2022

## **6. Evaluation team members and required competencies**

### **6.1 Evaluation Team Composition**

It is expected that a team of two consultants (1 men + 1 women) will perform the assignment. The contract will be made with one of them who will play role as lead evaluator for the assignment.

### **6.2 Required Competencies**

It is expected that the qualification, competency and experience of the consultant/consulting firm will encompass the followings:

#### **Lead Evaluator**

- At least Master Degree in social science degree holders with required experience will be given preference.
- Strong analytical skills with at least 12 years in conducting external evaluations, applying mixed-methods in evaluation and having flexible, progressive attitudes in multi-culture with differences in context.
- Expertise in gender issues, women's empowerment, and human-rights based approaches and issues of violence against women and girls, democracy and good governance.
- Knowledge on urban and rural context in Bangladesh, especially Hard to Reach Areas.
- Experience on people's organization building, youths and civil society organizations.
- Specific evaluation experiences in the areas of elimination of GBV.
- A strong commitment to delivering timely and high-quality results, i.e. credible evaluation and its report that can be used.
- A strong team leadership and management track record, as well as interpersonal and communication skills to help ensure that the evaluation is understood and used.
- Good communication skills and ability to communicate with various stakeholders and to express concisely and clearly ideas and concepts.
- Language proficiency: Fluency in Bangla and English.

#### **Associate Evaluator**

- At least Master Degree in social science with required experience will be given preference.
- Evaluation experience at least 5 years in conducting external evaluations, with mixed-methods evaluation skills and having flexibility in using non-traditional and innovative evaluation methods.
- Expertise in gender issues, women's empowerment and human-rights based approaches to evaluation and issues of violence against women and girls, democracy and good governance.
- Specific evaluation experiences in the areas of ending GBV.



- Experience in collecting and analyzing quantitative and qualitative data.
- In-depth knowledge of gender equality and women’s empowerment.
- A strong commitment to delivering timely and high-quality results, i.e. credible evaluation and its report that can be used.
- Good communication skills and ability to communicate with various stakeholders and to express ideas and concepts concisely and clearly.
- Language proficiency: Fluency in English and Bangla.

## 7. Content of the Evaluation Offer

The submission from the interested consultants should include:

- CV:** CVs of all evaluators involved.
- Technical/specific proposal:** Short explanation and justification of the methods to be deployed including a specific paragraph that sets out how relevant issues need to be taken into consideration for the evaluation process.
- Financial proposal:** Complete cost estimate that includes both, the fee as well as any incidental costs to be incurred, such as transport, accommodation, taxes, fees and costs of workshops in the scope of the evaluation etc.

## 8. Proposal evaluation criteria

Following table outlines the proposal evaluation criteria:

Assessment criteria	Weighted Score
Understanding of the assignment	10
Technical approach & methodology	30
Academic qualification of team members	10
Relevant experience of the consultants	20
Understanding of gender issues, women’s empowerment, knowledge on rural and urban areas-especially Haor areas, People’s organizations building	10
Detail and reasonable work plan	10
Proposed data management and analysis plan	10
<b>Total</b>	<b>100</b>

Interested organization or individual must submit their technical and financial proposal along with relevant CVs on or before January 31, 2022 by 5 pm to the Executive Director, Bangladesh Nari Progati Sangha (BNPS), 13/14 Babor Road (1<sup>st</sup> Floor), Block B, Mohammadpur Housing Estate, Dhaka 1207 marking ‘Technical and Financial Proposal for External Evaluation of AWAM Project’ on the envelop.

Delayed and electronic submission will not be accepted. BNPS reserves all the rights to accept or reject any proposal.