

Service Title	<b>Combine End line assessment and final evaluation of Educo's 07 internal-funded projects</b>	RFQ No.	2263
Request Reference No.	PR_22127	Date	15/11/22

## 1. INTRODUCTION

Education and Development Foundation-Educo is a global development and humanitarian action NGO, established in 1993 in Spain, and has been operating in Bangladesh since 1999. Educo works with children and their communities to promote just and equitable societies that guarantee their rights and well-being, with the vision of a world where all children fully enjoy their rights and lead a life of dignity. Thus, Educo aims to empower children to express their views, ideas, and opinions, and to exercise their rights. With this motto, Educo Bangladesh engages duty bearers, stakeholders, and institutions to create an enabling environment for children where they can influence the decisions that affect them. Educo's Theory of Social Change has defined three social impact outcomes (SIOs) to be achieved over the decade. Those are 1) Children and adolescents fully develop their personality and abilities, 2) Children and adolescents live free from violence in safe and positive treatment environments, and 3) Children and adolescents drive social change in their social and natural environment. To achieve/contribute to these SIOs, Educo Bangladesh designed and implemented 09 internal-funded development projects under its three programmatic areas: 1) Safe, Equitable, and Quality Education, 2) Protection against Violence and Exploitation, and 3) Empowerment and Agency for Social Change during 2021-22. At the beginning of 2021 (Feb-Mar), these 09 projects established their baseline value through a rigorous assessment carried out by the MEAL team of Educo Bangladesh Country Office in collaboration with the program and partner NGOs. As per the plan, 07<sup>1</sup> of these 09 projects have been scheduled to carry out their final evaluation in December 2022 with support from an external consultant. Therefore, this ToR is to guide an external consultant and Educo Bangladesh to design and carry out the evaluation.

## 2. EVALUATION OBJECTIVE

As mentioned above, these 07 projects were developed and implemented under three programmatic areas to contribute to program results and objectives leading to achieving three social impact outcomes which are evidenced by a set of global impact indicators. These global indicators have been incorporated into the program's impact framework and projects logical framework as well. Therefore, the 07 projects' logical framework and the 03 programs' impact framework are the key objects of this final evaluation. Despite this, this evaluation will assess the extent of addressing different cross-cutting and thematic issues e.g gender and inclusion,

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<sup>1</sup> Two projects (BD2063 and BD2070) out of 09 are currently being implemented with external funding support and are planned to carry out separate evaluations (midterm for BD2063 recoded as BD3108, and final evaluation for BD 2070 recoded as BD3102) with the interest of external funding agencies. Therefore, they are excluded from this evaluation.

environment, participation, and other organizational standards. For better understanding, the Global Impact Framework (GIF), Program Framework, projects logical framework, and global impact framework will be provided to the selected consultant and oriented on it.

### **3. EVALUATION SCOPE**

#### **3.1 EVALUATION OBJECTIVES**

This is a combined final evaluation of the 07 development projects which will demonstrate the results achieved at the project level as well as the program level, and how these results contribute to Educo's 03 Social Impact Outcomes. Thus, being the final evaluation, it is recommended to give a special focus on the effectiveness and impact of project intervention as well as gleaning out which worked well, and which did not and provide a future pathway. The evaluation will also generate good practices and the lessons we learned over the period. Therefore, the following major objectives are defined in this endline evaluation:

- To assess the process of implementation of the project intervention, and to assess how it was efficient.
- To assess the degree of results and outcome in the project achieved corresponding to the indicators stated in the logical framework.
- To assess the extent of impact and pill over effect of the projects' interventions on the participants' lives and in the community.
- To assess the extent of impact having a contribution to achieving program objectives and Educo's social impact outcome
- To assess the relevancy and sustainability of project interventions within local capacity.
- To explore and document the lessons we learned, and the good practices during/through project implementation.
- To draw recommendations with specific direction to Educo on improving current action and or future programming.

#### **3.2 SCOPE OF WORK**

To meet the above objectives, the consultant will understand the assignment/requirement for the evaluation, and consequently design and finalize it in consultation with Educo Bangladesh. However, Educo Bangladesh has created the following opportunity/scope for a consultant to design and implement a robust evaluation:

- The consultant will develop her/his adequate understanding of the assignment through ToR and reviewing other documents e.g., project proposal, country program framework, global impact indicators, and others.
- The consultant will revise the technical proposal incorporating a feasible work plan, time frame, the composition of the evaluation team, and other necessities.
- The consultant will develop/refine tools, techniques, and methods and submit as an inception report within 07 days of signing the contract.

- Following baseline tools, techniques, and methods the consultant will firstly carry out an endline assessment applying mixed methods. S/he will make necessary adjustments e.g incorporation of global impact indicators.
- The consultant will analyze data following the operational definition of the indicators, considering cross-cutting and thematic issues e.g gender mainstreaming and inclusion, participation, and provide solid evidence of the progress.
- The consultant will develop a draft report and finalize it through feedback from Educo. They will ensure in the report that there are evidence-based learnings and recommendations.
- Other scopes of work can be explored through bilateral discussions between Educo Bangladesh and Consultancy firms/individuals.
- Finally, the consultant will complete this assignment by 15<sup>th</sup> December 2022.

#### 4. EVALUATION CRITERIA

To generate adequate evidence pertinent to the Evaluation objectives, the consultant is recommended to follow revised OECD-DAC 06 evaluation criteria: relevance, coherence, efficiency, effectiveness, impact, and sustainability. In this regard, the consultant will develop a set of key questions and will be validated by Evaluation Coordination Committee (ECC) in Educo Bangladesh. Examples of key questions are given below:

**Relevance:** Is the intervention doing the right thing?

**Coherence:** How well does the intervention fit?

**Efficiency:** How well are resources used?

**Effectiveness:** Is the intervention achieving its objectives?

**Impact:** What difference is the intervention making?

**Sustainability:** Will all the benefits last?

In addition to the above analytical measures, the evaluation will assess to what extent the project addressed other cross-cutting and thematic issues such as participation, gender and inclusion, environment, and disability.

#### 5. ACTORS INVOLVED

Project participants and stakeholders e.g. children, adolescents, caregivers, parents, teachers, local govt. institutions, Upazila and district level govt. officials, development actors, service providers, community leaders and others will be major primary data/information source of this evaluation and will also be the participants in data analysis and interpretation. These participants and stakeholders will provide their reflection on project intervention and its outcome as respondents. Finally, the evaluator will define the level of engaged of the participants and stakeholders considering objectives of the study and data requirements. Respective project team in Educo and partner NGOs will also provide data/information and relevant documents reports, monitoring findings and other necessities.

#### 6. OUTPUTS AND DELIVERABLES

- Develop detail methodology and implementation plan of the evaluation considering time frame and practical context.
- Develop data collection tools, techniques and guidelines and finalize with feedback of Educo Bangladesh and submit to Educo in inception report.
- Develop and submit 1<sup>st</sup> draft report on prescribed template provided by Educo and provide a presentation to Educo Bangladesh. Then submit final report as per agreed plan incorporating feedback of Educo.
- Provide a presentation on evaluation findings, lessons learned and recommendation to the project participants and stakeholders at local level.
- Provide a both hard and soft copy of the final report, the survey data and FGD/KII transcript sheet, filled up tools/questionnaire (if it is paper base).
- Design and print fact sheet/infographic (1000 copies) of the key findings of the evaluation with support of Educo Bangladesh Communication Team.
- Other requirements might be deemed and will be determined through consultation.

## **7. METHODOLOGY**

This is a final evaluation that follows a comparison between the baseline and end-line values of the indicators and then provides further analysis and assessment to meet evaluation objectives. Therefore, the consultant is suggested to apply two sets of methodologies, firstly data generation to measure the progress of the indicators and cross-cutting areas mentioned above. Then based on the progress, S/he will assess to what extent the project achieved its objectives in line with the evaluation above objectives and 06 evaluation criteria.

Thus, the consultant will be suggested to follow baseline tools, techniques, and methodology in the generation of endline data for the sake of comparison, reliability, and minimizing design effects. However, S/he will make the necessary adjustment in the tools to capture impact data on global impact indicators incorporated by the respective project (general objective level) and program (specific objective level). In this regard, Educo Bangladesh will provide the consultant with a set of questions relating to the global impact indicators to incorporate their tools. Thus, the end line is proposed to follow a mixed methodology that combines both quantitative and qualitative approaches which enables the evaluator to get insight from both perspectives and triangulate the findings. It will include several tools: sample survey, FGD, KII, Case Story, observation. Following are the outlines for the consultant may follow as part of the study methodology.

- For quantitative data, use a random sampling method considering a 95% confidence interval and 5% margin of error to get maximum sample size and acceptance. For qualitative data, FGD and KII tools to use with relevant participants and stakeholders and ensure representation of all groups e.g sex, social class, and persons with disability.

- To analyze quantitative data the consultant may use Excel and SPSS programs. Firstly, they will segregate data to measure the indicators as in the logical framework and global impact indicator framework. Further analysis has to be done by sex, ethnicity, region, and Educo's cross-cutting and thematic areas (where applicable).
- For qualitative data, the consultant will be suggested to collect from the field using a transcript (questions and answers in the same page) in Bangla to get true reflection and then they may summarize/interpret it into English.
- Quality control measure is recommended to apply from sample selection to analysis. In this regard, the consultant is recommended to elaborate how they like to ensure quality control.

## **8. WORK PLAN AND BUDGET**

This evaluation proposes an estimated budget of BDT 1,000,000 (Ten lacs taka only including VAT and TAX). Educo Bangladesh has decided to complete this evaluation in 30 days including preparation, local travel, meetings, field visits, and interviews, and report writing. Therefore, the consultant is requested to develop and provide a work plan following the below template. However, timeline may be adjusted considering practical context and through bilateral discussion.

## **9. STRUCTURES AND PRESENTATION OF THE EVALUATION REPORT**

Educo Bangladesh will provide reporting template to the consultant and provide a briefing and explanation about the template. Following is the key content; the consultant will follow in report preparation.

0. Executive summary
1. Introduction
2. Summary description
3. Methodology
4. Analysis/Findings
5. Conclusions
6. Lessons learned/ best practices
7. Recommendations

## **10. EVALUATION TEAM**

- Experience in leading similar reviews/evaluations in the development sector with a sound understanding of Education, early childhood development, child protection, and A&Y gender and empowerment in Bangladesh.
- Strong skills and expertise in both survey and participatory methods. Also, having statistical analysis skills.
- Strong analytical, and interpersonal communication skills including local language expert.
- Excellent English drafting and communication skills.
- A proven ability to produce an evaluation report.
- Required to submit one example of an evaluation report on any of the related subject areas that the consultant has undertaken recently with reference.

## 11. EVALUATION, AUTHORSHIP AND PUBLICATION PREMISES

Copyright of the documents produced by the Consultant under this agreement belongs to Educo. The consultant shall sign and strictly follow the Educo's Ethical Code (Annex X) and its Child Safeguarding Policy and Code of Conduct/ safeguarding policy (Annex X). During the assignment or at any time after the expiration or termination of the contract, the evaluation team may not disclose to any person or make use of any confidential information obtained during the course of this contract relating to Educo, participants or any other person connected with the process.

- Before collecting data from primary sources, the consultant must clearly communicate to the children and adolescents, and members of the community about the aims and goals of their visit and the study itself and explain what the collected information will be used for.
- The information obtained from children and adolescents must be treated as confidential in order to protect anonymity. Other people interviewed can also choose to remain anonymous.
- Educo will oversee obtaining the necessary authorization in order to quote the information while maintaining anonymity.
- The participants must be able to voluntarily decide whether or not to participate in the interview/group discussions and clearly express their consent.

a) **Anonymity and confidentiality-** The assessment should respect the right of the individuals to provide information

b) **Responsibility-** Any disagreement or difference of opinion that may arise among the team members should be recorded

c) **Integrity-** Focus not only on the findings mentioned in the ToR but present a more complete analysis of the intervention.

d) **Validation of information-** It is the responsibility of the evaluation team to ensure the accuracy of the information gathered for reporting purposes.

## 12. COORDINATION, LOGISTICS, AND FACILITATION

The manager, MEAL in Educo Bangladesh will be the direct contact person for the selected consultant in this assignment and maintain a close relationship with the respective Project Managers in terms of field operation and other purposes. The consultant will also have close contact with respective partner NGOs in the field, in conducting interviews and other administrative issues.

## 13. EVALUATION AND SELECTION PROCESS

Interested consultancy firm or individuals requires submitting both technical and financial proposal for the work following ToR of the said project evaluation. Only the mostly relevant and timely submitted applications will be considered. All the proposals will be evaluated in accordance with the criteria made by Educo. The proposals will be scored against below criteria. The scoring will be tabulated, and the proposal will be ranked based on the numerical scores received. Detailed screening results will not be released. Only short listed only be invited for interviews/presentation of their proposal for final selection of need be.

### Value of Criteria (maximumscore100points)

1. Technical Proposal:	35
2. Relevant experience and capabilities:	25
3. Financial Proposal:	20
4. Final Interview:	20

### Guideline of proposal submission & how to apply

The interested and relevant institutions or individuals are invited to submit their proposal with the following details:

- Technical proposal including methodology (not more than 3-5pages)
- Detailed schedule of evaluation work (1 page)
- Team composition along with CVs (within 2 pages)
- Detailed budget estimations including consultancy days and fees, travel, and accommodation (please calculate the total budget with 15% VAT only and note that Educo will deduct 10% Income Tax at source from the agreed consultancy amount)

- Team leader and other members' CVs, regulatory and compliance documents will be in annexed

All proposals must be submitted in English to '[lokman.hossain@educo.org](mailto:lokman.hossain@educo.org)' on or before 4pm of 21/11/2022 Dhaka time. Please use **"Evaluation of Protection of children and adolescents from various child protection violations, GBV and sexual violence in Cox's Bazar refugee camps, Bangladesh"**in the subject line. Proposals submitted after the deadline will not be accepted. Only short-listed candidates will be contacted.



**Annex**

<b>Project Code</b>	<b>Title</b>	<b>Location</b>	<b>Partners</b>
<b>PA1: Safe and Equitable Quality Education for the Children &amp; Adolescents of Bangladesh</b>			
BD 2057	Promote Inclusive and Equitable Primary Education for all the Children of GPS in hard-to-reach and Indigenous Communities	Rajshahi and Thakurgaon districts	Sachetan-Rajshahi ESDO-Thakurgaon
BD 2058	Promote Quality Education in the Mainstream Government Primary Schools	Dhaka, Narayangonj, Gazipur, and Mymensingh district	DAM-Dhaka, Narayangani POPI-Mymenshingh ESDO-Gazipur
BD 2060	Strengthening Community Resilience to Disaster through School Safety Initiative	Shariatpur, Barisal and Borguna districts	NSS-Borguna, SDS-Shariatpur SAINT-BD- Barisal
BD 2061	Promoting Accelerated Learning-opportunities for Young-children in the Remote Areas of Bangladesh- PLAY	Mymensingh, Rajshahi and Thakurgoan	POPI-Mymenshingh Sachetan-Rajshahi, ESDO-Takurgaon
<b>PA2: Protection of children from violence and exploitation in Bangladesh</b>			
<b>PA3: Children, adolescents and youth empowerment for social transformation</b>			
BD 2065	Advancement of the Indigenous Community through A&Y Development (Indigenous A&Y Development)	Rajshahi and Thakurgaon district	Sachetan-Rajshahi ESDO-Takurgaon
BD 2066	Adolescent and Youth as an Agent of Change to Promote a Progressive Society (A&Y Development)	Mymensingh (Bhaluka Sub-district) and Dhaka City Corporation Areas	POPI-Mymenshingh DAM-Dhaka
BD 2067	Social Transformation through Adolescent and Youth Development (STAY)	Shariatpur, Barisal and Barguna districts in Bangladesh	NSS-Borguna, SDS-Shariatpur SAINT-BD- Barisal