

Service Title	End Line Evaluation for the Project “Support to Community-based Education and Protection for the Children of Rohingya Camp & Host Community in Cox’s Bazar”	RFQ No.	2268
Request Reference No.	PR_22137	Date	27/11/22

TERMS OF REFERENCE

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 achieve over the next 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 design and implement 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. Currently, Educo Bangladesh supports directly around 188,000 participants that include children, adolescents, youth, their parents, and representatives from civil society and civil services. Under programmatic area 2, Educo Bangladesh designed and implemented a project titled “Support to Community-based Education and Protection for the children of Rohingya Camp & Host Community in Cox’s Bazar” during 2021-2022. This ToR is to facilitate external consultant to design and carry out end line assessment followed by final evaluation of the project.

About Project

The project “Support to Community-Based Education and Protection for the Children of Rohingya Camp and Host-Community in Cox’s Bazar” goal is to contribute to reducing violence and exploitation against children and improve their access to quality education in Rohingya and crisis-affected host community in Cox’s Bazar, Bangladesh

This project will enhance the protection to ensure that children and adolescents have access to improved child protection services in the camps and adjacent host communities, Multi-purpose learning centers will function as child-friendly spaces where they can access life skills training, participate in

activities that build their resilience, and receive gender-sensitive mental health and psychosocial support, awareness sessions on child protection, GBV, needs-based literacy, and numeracy training, and be reached through home visitation programs. Strengthening the Community-based Child Protection system is the key approach to the action that includes mobilizing caregivers, child protection actors (social workers, community volunteers, government officials) community leaders (Majhis), and non-child protection actors into Community-based Child Protection Committees (CBCPC). Finally, the project directly impacts 4074 people and indirectly support over 8148 more through its interventions.

It is being implemented from January 2022 in the Rohingya Refugee Camp (camps 8E and 17)) under Cox’s Bazar district in direct operation mode.

2. EVALUATION OBJECTIVE

The project has enhanced the protection to ensure that children and adolescents have access to improve child protection services in the camps and adjacent host communities and as the main target group living near Cox’s Bazar, Bangladesh in camps 8E and 17 and 5 unions of Ukhiya Sub District and sadar upazila in Cox’s Bazar, Bangladesh. This is a 12-month project, and it has been implemented by Educo. The project is reaching the following direct target groups: 1) 2250 children and adolescent; 2) 18 teachers; 3) 1566 parents; and 4) 240 community members.

Project Goal: To contribute to reduce violence and exploitation against children and improve their access to quality education in Rohingya and crisis affected Host community in Cox’s Bazar, Bangladesh.

<p>Outcome1. Strengthened community child protection mechanisms to protect children and adolescents under the age of 18 (particularly girls and female adolescents) from violence, neglect, exploitation, and abuse</p>	<p>% of the community leaders/members and caregivers (50% of women) demonstrate responsiveness on child protection issues and mechanisms.</p> <p>% of the targeted adolescents and young people (50% of girls) demonstrate capacity to deal with case of violence.</p> <p>% of household are (50% women and girls) sensitized about child protection risks and referral system</p>
<p>Outcome2. Rohingya children and adolescents (especially adolescent girls) have access to equitable community-based protection and learning facilities.</p>	<p>% of teachers apply child friendly approach learning session</p>
<p>Outcome3. Children in host community receive</p>	<p># of children (age 6-12) in host community</p>

Education materials and DRR support	<p>received education support materials.</p> <p># of children participates in tree plantation event with parents in host community.</p>
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3 EVALUATION SCOPE

3.1 EVALUATION OBJECTIVES

This is a final evaluation of the project is to assess project effectiveness, relevancy, success and lessons learned and draw recommendations for Educo as well as Child Fund for further improvement and better programming. In this regard, the evaluation will assess the progress in terms of the project objectives and results, Indicators and analyze the strengths and weaknesses of the intervention. Therefore, following major objective are defined of this end line assessment:

- To assess the process of implementation of the project intervention, and to assess how it was efficient.
- To assess the degree of outcome in project thematic areas e.g. Education, child protection have been achieved corresponding to the indicators stated.
- To assess how the intervention impacted the children and adolescent in the Rohingya Refugee camp& host community.
- To assess the factors that favored and or disfavored achieving project outcome and impact.
- To assess the extent of relevancy of project interventions and its sustainability.
- 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 in the humanitarian context.

4. SCOPE OF WORK

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

- The consultant will develop her/his adequate understanding about the requirement of the evaluation through ToR and reviewing other doc to meet evaluation objectives.
- The consultant will develop and later revise technical proposal including work plan, time frame, and composition of evaluation team.
- The consultant will analyze data following operational definition of the indicators, considering cross cutting issues (sex, gender, disability inclusion in the Rohingya& Host community) and thematic areas (education, child protection) and provide solid evidence on the progress.

- The consultant will develop draft report and finalize through feedback from Educo. They will ensure in the report that there is evidence-based learnings and recommendations. And finally, will submit a final report to Educo.
- Others scope of work can be explored through bilateral discussion between Educo Bangladesh and Consultancy firm/individuals.
- Finally, the consultant will complete this assignment by one and half month.

5. EVALUATION CRITERIA

Evaluation criteria include relevance, coherence, efficiency, effectiveness, impact, and sustainability. As per above scope of work the consultant will develop a set of key questions under every criterion in line with evaluation objectives. These key questions will be validated by Evaluation Coordination Committee (ECC) in Educo will be formed consisting of relevant members. Examples of key questions are given below:

Relevance: Is the intervention doing the right things?

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 all analytical measures, the evaluation will assess what extend the project addressed other cross cutting and thematic issues such as participation particularly children and adolescents and other duty bearers, gender equality, disability, and environmental issues.

6. ACTORS INVOLVED

The consultancy firm/individual will form a team and dedicated their name and efforts to carry out this evaluation. They will engage project participants and stakeholders e.g., children, adolescents, parents, teachers, caregivers, social workers, community volunteers, Majhi, Camp in Charge (CIC), Local govt sector focal, development actors, service providers and others. These participants and stakeholders will provide information on their reflection on project intervention and its outcome as respondents. Finally, the evaluator will define the level of engaged of the participants and stakeholders.

7. 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 1st 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 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, develop and publish policy brief/fact sheet of 5 copies as publication materials
- Other requirements might be deemed and will be determined through consultation.

8. METHODOLOGY

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. The consultant is also recommended to conduct further analysis and interpretation in line with the 06 evaluation criteria.

Thus, considering target group, project objectives, indicators and geographical location, the study propose to apply mixed methodology that combine both quantitative and qualitative approach with a set of relevant tools, techniques, and guidelines e.g., sample survey, FGD, KII, IDI, Case Story, observation. The consultant is recommended to ensure representation of Rohingya community by sex, age, religion, and other attributes in determining and selecting sample. In case of sample survey, it is strongly suggested to apply random sampling technique and consider 95% CI, 5% margin of error and 0.5 P value. Thus, the consultant will design relevant tools, techniques, guidelines, and overall methodology and finalize in consultation with Educo Bangladesh MEAL and respective prog. team. In analysis, the consultant will triangulate the findings between qualitative and quantitative approach and sub-groups as well to reach consensus. S/he will also segregate analysis by sex, disability; Host community, Rohingya community, geographical location, and other applicable sub-groups (if any). Quality control measures will also be one of key aspects in study design and implementation. Therefore, the consultant is recommended to design the study and demonstrate quality control measures in an efficient manner.

9. WORK PLAN AND BUDGET

The budget for this evaluation is estimated BDT: 2, 00,000.00. The study is planned to complete by **15 (fifteen)** days from signing the contract: including preparation, local travel, meetings, field visits, interviews, workshop, and report writing. Therefore, the consultant is requested to develop and provide a work plan.

10. STRUCTURES AND PRESENTATION OF THE EVALUATION REPORT

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

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

Annexes

- a) ToR/RFP
- b) Work plan
- c) Methodology proposal & sources used for collecting information
- d) Documentary review (add the secondary sources)
- e) Interviews (list of beneficiaries, interview script, transcripts, and notes)
- f) Surveys (collected raw data and statistical analysis)
- g) Participatory workshops (if any)
- h) Allegations and comments from different actors (to ensure accountability)
- i) Evaluation summary sheet

11. EVALUATION TEAM

- Experience in leading similar review/evaluation in development/humanitarian response project with sound understanding on child protection violations, GBV and sexual violence in emergencies in Bangladesh.
- Strong skills and expertise in both survey and participatory methods. Also, having statistical analysis skill.
- Strong analytical and interpersonal communication skills.
- Excellent English drafting and communication skills.
- A proven ability of producing 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.

12. 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 and its Child Safeguarding Policy and Code of Conduct. 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, 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 the findings mention 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.

13. COORDINATION, LOGISTICS AND FACILITATION

The consultant will be working under supervision of Head of Humanitarian Response and in close communication with Manager, MEAL in terms of technical issues and with Project Manager. Relevant logistics and field schedule will be organized by evaluation team and coordinated by Educo Cox's Bazar office.

14. 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.

15. Value of Criteria (maximumscore100points)

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| 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’ by 5:00pm Dhaka time. Please use “**End Line Evaluation for the Project “Support to Community-based Education and Protection for the Children of Rohingya Camp & Host Community in Cox’s Bazar”**”in the subject line. Proposals submitted after the deadline will not be accepted. Only short-listed candidates will be contacted.