

Announce of vacancy

Consultancy service for MID TERM REVIEW

Date: 15 April 2014

Name of the Post/Title	Consultancy service for MID TERM REVIEW
Unit	Planning, Monitoring and Evaluation Unit
Job descriptions in brief	For details see TOR
Application Deadline	25 April 2014

Apply Instruction: Requested to submit a proposal comprising a technical proposal and a financial proposal in sealed envelopes. Proposal should be reached to the following address no later than 13.00 hrs on 25 April, 2014.

To
Executive Director
Ain o Salish Kendra (ASK)
7/17 Block - B
Lalmatia, Dhaka-1207

Terms of Reference
For
MID TERM REVIEW of the program
"Strengthening Activism Towards Human Rights Culture in Bangladesh"
January 2012 to December 2016

1. Background

Ain o Salish Kendra (ASK), a national legal aid and human rights organization, was established in 1986. Over the last twenty seven years- ASK has evolved a comprehensive approach to promotion and protection of legal and human rights. Its strategies promote human rights awareness and community activism; offer legal aid through mediation and litigation, while clients are given psycho-social counseling; investigations into human rights violations and their documentation are supplemented by research which together lead to media campaigns to defend human rights, and public interest litigation for law and policy reform. Being committed to attaining gender equality at every sphere of life, ASK's activities have special focus on women but providing legal aid to victims/survivors of arbitrary arrest, preventive detention and taking stand against unlawful evictions, extra judicial killings, torture and death in custody, condition of the prisoners and interests of the religious and ethnic minorities very much are its concerns. ASK's advocacy is carried out both at the national level and international level. ASK's publication are an important means of disseminating information and knowledge.

ASK's vision for the period 2009-2019 is to establish 'A society based on the principles of human rights, gender equality, equity, secularism, rule of law, social justice and democracy.' The mission of ASK is decided for the same period to 'Protect and promote human rights of the disempowered/disadvantaged people through community activism and social mobilisation, capacity building, legal services, advocacy and policy intervention by using rights based approach that encompasses the principles of human rights, equality, equity, secularism, rule of law, social justice and democracy.'

During this current program phase (2012-2016), ASK will establish required strategies and activities to ensure that *"The human rights (HR) situation in Bangladesh has significantly improved"* and will aim to contribute to the establishment of 'A non-discriminatory, democratic society where dignity, fundamental freedoms and rights of all citizens are guaranteed in compliance with the Universal Declaration of Human Rights (UDHR), Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW) and the Constitution of Bangladesh.'

The successful implementation of the program will have positive impacts on survivors of violation of rights especially women and children. In the long run, it will substantially contribute in improving the overall human rights situation through the strengthening of human rights culture in Bangladesh. This program will benefit at least 1,000,000 people directly and indirectly in the thirty two targeted districts. Specifically the Program will accomplish the following milestones within the five years in ASK's areas of operation:

- At least 850,000 community people are made aware on human rights standards & mechanisms and number of actions against HR violation by community based organizations, theatre groups, human rights defenders forum, students has been increased by 25% compared to 2010;
- At least 3200-HR actors capacitated and 60% of them are defending human rights for community people;
- At least 55000 people will be addressed through legal aid services;
- At least 5631 cases will be conducted by ASK on behalf of survivors;
- At least 1750 women and children will be provided psychosocial counseling and shelter;
- At least 2000 people will be addressed through outreach program in seven districts of seven divisions;
- At least 2 laws are drafted and proposed;
- At least 12 judgments obtained through PIL;
- National institutions are more responsive on HR Issues;
- The international community is more active to promote HR issues in Bangladesh;

- The rights of at least 8000 working children's access to education, health, and social protection is ensured.

ASK figured out it's focus for the current phase as follows:

This program is intended to make sustainable changes in the human rights situation in Bangladesh by taking the initiatives through a comprehensive holistic approach. ASK's holistic approach to target macro, meso and micro levels of the social structures, is reflected in the key elements of the following four specific objectives:

Specific objective 1: "By 2016, HR standards and mechanisms are increasingly applied by the wider civil society" Through different approaches such as arranging trainings, internships, exchange visits and being involvement in various human rights events, ASK will continue to build the capacity of Human Rights actors (local CBOs, NGOs, cultural groups and selected schools) along with relevant duty bearers to protect HR violations and to make the state accountable.

Specific objective 2: "By 2016, access to justice for disempowered people is enhanced". Through mediation, litigation and support services (psychosocial counseling, running legal clinics and a halfway home for temporary shelter for selected victims, immediate medical support etc.), ASK aims to increase the access to justice for disempowered people.

Specific objective 3: "By 2016, the accountability of the state to ensure HR standards is enhanced." ASK will regularly monitor, collect and disseminate information on HR situation and use its information base to create pressure on public institutions to respond to the HRV issues.

ASK will also carry out advocacy at the local, national and international levels to bring about reform in the laws, policies and practices for maintaining international human rights standards in the country. This will be done through campaigning, lobbying, drafting laws and policies, filing Public Interest Litigations, etc.

Specific objective 4: "By 2016, the rights of working children are promoted". ASK runs Drop-in-Centers (DIC) for working children, which will be used as a socialization and information center for children, parents, employers and other members of the community.

Preventive and responsive elements of actions are represented through the specific objectives and are necessary to secure a holistic approach to effectively improve the HR situation in Bangladesh. The **preventive element** of the program is mostly reflected through Specific Objective 1, with a focus on awareness raising and capacity building activities. The **responsive element** of the project is represented strongly through Specific Objective 2 with a focus on providing legal aid services including mediation, shelter, psychosocial counseling and litigation assistance. Specific Objective 3 is a combination of preventive as well as responsive elements, but it is mostly responsive, focusing on human rights monitoring and advocacy related activities. Specific Objective 4 is mostly preventive, focusing on awareness raising, capacity building and support to basic services to working children.

2. Purpose

The purpose of the MTR is twofold, to:

- Assess the progress made, trends towards impact, challenges in implementation, lessons learnt and improvement opportunities during the first two years of project implementation.
- Provide a set of recommendations, on the basis of MTR findings, relating to programme management; future planning and programme design/implementation strategies. The MTR team will also provide recommendations on management and methodologies to improve performance and relevance of the programme activities.

The MTR team will review the implementation of the revised PP, October 2012.'

3. Objectives

The specific objectives for this review are:

Assessment of the Programme approach relevance against the context and project risks:

- Assess the relevance and risks of the Strengthening Activism towards Human Rights Culture in Bangladesh Programme (“the programme”) against the current socio-political context, in term of the overall expected outcomes, impact hypothesis and methodologies used (i.e. Awareness raising, social mobilisation, legal support services, advocacy and legal/policy reform);
- Assessment of the programme’s overall strategy, methodology and results achieved: Assess the results and the progress of the programme in terms of effectiveness (achieved outcomes versus planned outcomes in line with baseline information) and the efficiency of the implementation (resources used versus outcomes/results achieved).
- Assessment in terms of Sustainability: Assess the Short Term (within the current Programme phase) sustainability of the project results.
- Assessment of the efficiency of ASK’s internal management processes, including: internal coordination and accountability mechanisms; financial oversight etc.

4. Review Issues

There are a number of issues that the MTR should assess in depth. These include:

- The extent to which the intervention logic followed so far (i.e. ASK’s contextualized understanding of the problems the programme is addressing) is coherent and sufficiently robust to support achievement of the expected outcomes/results formulated in the programme’s logical framework.
- Where the data exists, make a comparative analysis of the changes, if any, between the baseline data and the current situation in programme areas. This assessment should be informed by an analysis of changes in the external, social, environmental, contextual and internal factors since programme start, which may support or hinder achievement of the expected programme results
- Evaluate the functioning of different Fora in relation to their establishment, systems and structures, meetings, record keeping and referral mechanisms. In doing so, address the level of social inclusion in membership and in decision-making processes; the capacities and functionality of each of the forum in relation to taking and sustaining actions.
- Evaluate the level and degree of voice, and representation by the target beneficiaries (disaggregated by gender, class, race and ethnicity, as outlined in the programme document) and stakeholders (government, NGOs and donor partners, etc.) in the implementation of the project;
- Outline what the lessons are that should be learned, especially in terms of innovation and best practice, programme management and any other lessons which emerge during the course of the MTR.

5. Background Documents

The team should use (at least, not necessarily limited to the listed documents) the following documents:

- Project Appraisal Report;
- Project Document;
- Baseline Survey Report;
- Annual Progress Reports (Programme and Financial);
- Partner NGOs/ Forum Reports;
- Comments given by donors regarding project in different forums;
- Minutes of different Meetings; and
- News Clippings.

6. Submission of Proposals

The consultant shall submit proposal (technical and financial) to the Executive Director, Ain o Salish Kendra (ASK) within due course of time. Technical proposal should include methodology

and CVs of key consultants while financial proposal should contain proposed budget with sufficient and necessary breakdown.

7. Composition of the Team

The team will be comprised of three members, with a team of experienced professionals ranging their expertise from evaluation and impact assessment methodology to management of critical analysis. The team leader should have experience on development sector especially in human and women rights issues. Other team members should have skill and knowledge preferably on human rights based approach, gender and program management aspects. Proposed team members should have experience of similar work with other reputed organisations.

8. Deliverables

- Agreed 'review plan' (sampling framework, checklists, data collection instruments, and implementation plan).
- Oral overview presentation of reviewer's initial findings at the end of the fieldwork component of the review.
- Draft report within 7 days of completion of the fieldwork. Comments and feedback to be provided by ASK to the review team within 5 days of receiving the draft report.
- Final Mid-term Evaluation Report, within 5 days of receiving comments on the draft, clearly showing that the purpose of this review has been achieved. A detailed report (with all the annexure) with an executive summary
- Two hard copies with a soft copy (CD) of final report and all primary tables and database based on which report has been produced.
- Presentation of the findings with selected stakeholders.

9. Duration of the MTR

The review shall be undertaken during the period from 10 May to 25 June, 2014. The Expected delivery time for the submission of the draft report is June 10 and the Final report in 25 June, 2014.

10. Apply Instruction

Proposal comprising a technical proposal and a financial proposal in sealed envelopes shall be submitted as per TOR. Proposal should be reached to the following address no later than 13.00 hrs on 25 April, 2014.

Executive Director

Ain o Salish Kendra (ASK)

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Lalmatia, Dhaka-1207