

## Terms of Reference (ToR)

### Hiring consultant for endline study and perception survey of 'Empowering left behind minority communities to effectively participate in the development process of Bangladesh' project.

#### Background:

About 11% of the population of Bangladesh consists of minorities, who face discrimination due to their religion, ethnic, gender identity, and geographical location-based differences. The discrimination persists on the above groups on access to education, healthcare, housing, employment, and legal support. The project aims to empower these communities to improve their involvement in the development process of Bangladesh. The stakeholders of the project are Dalit rights CSOs and CBOs, Transgender rights CSOs and CBOs, Ethnic minority specifically plainland Adivasi rights CSOs and CBOs, Change agents, Upazila-level advocacy forum members, District-level advocacy forum members, Divisional LNOB coalition members.

#### Working Areas:

- Dhaka district: Dhaka city
- Rajshahi district: Rajshahi, Naogoan
- Sylhet district: Sylhet, Moulvibazar, Hobigonj
- Khulna district: Khulna, Jessore, Satkhira

#### Specific Objectives:

1. To build the capacity of local and national minority rights CSOs and networks and ensure a conducive and enabling environment to promote socio-economic rights and structured participation of women and girls, transgender and people with disability.
2. To increase awareness on minority rights, capabilities, and contributions in society, to combat gender discrimination, stereotypes, prejudices, and harmful practices within and against minority communities.
3. To promote inclusive policy formulation, implementation, and governance accountability by strengthening advocacy and lobbying influence of minority rights CSOs

#### Expected Outcomes

EO-1: Increased capacity and skills of 100 minority rights CSOs, 84 advocacy networks and 288 change agents to represent and address local concerns and participate in decision-making processes and policy implementation.

EO-2: 1 multi-actor research, knowledge and communications hub created to commission and publish studies/reports/briefs and facilitate interactive awareness raising initiatives to promote positive contribution of minority groups.

EO-3: Divisional-level Leave No One Behind Coalitions will be formed by targeted local CSOs and networks with action plans to engage in national, regional, and local policy dialogue and consultations.

**Purpose/ Scope of the work:**

The purpose of this endline consultancy is to gather baseline data against which the project’s log-frame will be reported at project. In addition, the reported data will be used to in the final report and also to display the impact, achievement, and way forward in the dissemination events. The results, indicators to be measured, and wider research questions are given below.

Results	Indicator	Research question
<b>Overall objective 1:</b> To empower local minority rights CSOs and networks in Bangladesh to effectively engage with left behind communities and enable their participation in local governance and development process.	OO1.1 % of surveyed representatives of left behind communities (disaggregated) who report that they can participate effectively in local governance and development processes.	What is the percentage of left behind communities that can participate effectively in local governance and development processes? <b><i>We need to understand the change/impact that is achieved through this project.</i></b>
	OO1.2 Evidence that CSOs representing Dalits, Adivasis, transgender groups and people with disability have effectively input into local and national governance and development processes, to reduce discrimination, violence, and exclusion.	What is the level of inclusion of Dalits, Adivasis, transgender groups and people with disability have into local and national governance and development processes, to reduce discrimination, violence, and exclusion?
	OO1.3 Evidence of actions taken by power holders to change national policy and its local level implementation, including	What actions are taken by power holders to change national policy and its local level implementation, including planning dialogue,

	planning dialogue, to be more inclusive and responsive to minority communities and disabled persons	to be more inclusive and responsive to minority communities and persons with disability?
<b>Specific Objective 1:</b> To build the capacity of local and national minority rights CSOs and networks and ensure a conducive and enabling environment to promote socioeconomic rights and structured participation of women and girls, transgender community, and people with disability	SO1.1. % of CSOs involved in the project who are receiving support from local authorities and duty bearers to uphold the rights and entitlements of minority communities.	What is the level of support that the Civil Society Organizations are receiving from local authorities to uphold the rights and entitlements of minority communities?  <b><i>We need to understand the change/impact that is achieved through this project. Can they access their rights better now? What areas improved and what needs further attention?</i></b>
	SO1.2 % of minority rights CSOs & advocacy forum in local (union & upazilla i.e. standing committees etc) and district development committees whose membership consists of at least 20% Dalit & indigenous women, transgender and people with disability	What is the level of minority inclusion in minority right CSOs and advocacy forum's membership? Is it at least 20% Dalit and indigenous women, transgender, and PwD?
	SO1.3 Number of local CSOs and advocacy networks representing Dalits, transgender and Adivasis whose capacity to advocate for minority rights and participate actively in policy dialogues and consultations at national, district, upazila	What is the capacity of the local CSOs and advocacy networks representing the minority communities in terms of participating actively in policy dialogues and government bodies? How many of the people have such capacities?

	and union parishad standing committees has increased.	<b><i>We need to understand the change that is achieved through this project. How has the different capacity building initiatives helped these CSOs/ANCs in developing? What are the success/impact stories? Are there any further challenges?</i></b>
<b>Specific Objective 2:</b> To reduce discrimination, and harmful practices by increasing awareness on minority rights, capabilities, and contributions in society; and challenging stereotypes prejudices, and harmful practices within and against minority.	SO2.1 Number of advocacy forums/coalition, change agents, and duty bearers broadcasting project messages challenging stereotypes, prejudices and harmful practices.	What is the number of advocacy forums/coalition, change agents, and duty bearers broadcasting project messages challenging stereotypes, prejudices, and harmful practices?  <b><i>We need to understand the change that is achieved through this project. What are the success/impact stories?</i></b>
	SO2.2 Number of citizens participating in various interactive awareness campaigns promoted by the project to challenge stereotypes, prejudices and harmful practices (disaggregated by gender, age, disability and ethnicity).	What is the number of citizens participating in various interactive awareness campaigns promoted by the project to challenge stereotypes, prejudices, and harmful practices (disaggregated by gender, age, disability, and ethnicity)?  <b><i>We need to understand the change that is achieved through this project. How has the participation from the public changed through the project duration? Are they more responsive/welcoming</i></b>

		<i>now? What changes in attitude is seen in public?</i>
	SO2.3 % of the surveyed population who report a more favourable perception of minority rights after being exposed to the annual interactive campaign (disaggregated by gender, age, disability, caste, and ethnicity).	<i>What is the perception of the general citizens of minority rights and minority inclusion? This will be a key component of the assessment as we will be comparing this with the perception survey result from the baseline to understand project's effectiveness. Separate tool must be developed.</i>
	SO2.4 Number and % of people who report that discrimination, violence, or exclusion has reduced for them (disaggregated by gender, age, disability, caste, and ethnicity).	What is the level of discrimination, violence, or exclusion in the target minority communities? What types of injustices are still prevalent? <b>Has there been any change in their community since the project started. Was the awareness campaigns helpful?</b>
<b>Specific objective 3:</b> To promote inclusive policy formulation, implementation, and governance accountability by strengthening advocacy and lobbying influence of minority rights CSOs.	SO3.1 Evidence of advocacy targets, change agents, duty bearers and media outlets actively speaking out on inclusive governance and minority rights awareness at local and national level	What is the evidence of advocacy targets, change agents, duty bearers and media outlets actively speaking out on inclusive governance and minority rights awareness at local and national level? <b>How have the local and national level stakeholders responded to these initiatives, especially policy makers?</b>

	SO3.2 Number of policy changes and implementation recommended by this Action adopted by senior policy makers.	What policies exist regarding the target affected population?
	SO3.3 % of targeted minority community members that report improved access to basic services (agriculture, health, social protection & education) as a result of social audits.	What is the state of access to basic services (agricultural, health, social, protection, and education) that these communities have?  <b><i>We need to understand the change that is achieved through this project</i></b>
<b>Expected outcome 1:</b> Increased capacity and skills of 100 minority rights CSOs, 84 advocacy networks <sup>1</sup> and 292 change agents to represent and address local concerns and participate in decision-making processes and policy implementation	EO1.1 Number of CSOs participating in the project whose capacity assessment is net positive on women's empowerment, legal rights, advocacy, and good governance issues.	How many of these CSOs exist? <b><i>How many of them are able to pull funds/grants? What type of work are they engaged in? Do they have registration? What are the challenges that still needs to be addressed? What is the impact/success stories?</i></b>
	EO1.2 Number of active alliances/networks of local CSOs with political actors aiming at empowering civil society and local authorities have been established.	How many active alliances exists? <b><i>How effective have these been? What the impact stories?</i></b>
	EO1.3 Number of leadership position held in divisional LNOB coalitions by a) minority women b) ethnic minorities c) transgendered persons d) people with	How many of these leadership positions are held by a) minority women b) ethnic minorities c) transgendered persons d) people with disabilities e) young people (18-25). <b><i>We need to understand the</i></b>

	disabilities e) young people (18-25).	<b><i>change that is achieved through this project? How were they able to contribute?</i></b>
	EO1.4 Number of change agent (292) positions held by a) minority women b) ethnic minorities c) transgendered persons d) people with disabilities e) young people (18-25).	How many change agents are a) minority women b) ethnic minorities c) transgendered persons d) people with disabilities e) young people (18-25). <b><i>We need to understand the change that is achieved through this project. How were they able to contribute?</i></b>
<b>Expected outcome 2: 1</b> multi-actor research, knowledge and communications hub created to commission and publish studies/reports/briefs and facilitate interactive awareness raising events to promote positive contribution of minority groups;	EO2.1 Number of local level district and divisional workshops organized to identify minority group issues.	How many local level district, and divisional workshops are currently being organized to identify minority group issues? <b><i>How effective has this process been? How were these issues presented to the local government? Has there been any improvement in their community? What is the impact/success stories?</i></b>
	EO2.2 Number of issue-based policy briefs identified developed and disseminated based on multi-actor research	How many issue-based policy briefs are identified developed and disseminated based on multi-actor research, if any?
	EO2.3 Number of media events organized to disseminate minority information.	How many media events are organized to disseminate minority information, if any? <b><i>How effective have these initiative been in reaching out to mass audience? How many different types of media</i></b>

		<b>were engaged (Print, Electronic, Radio)?</b>
	EO2.4 Number of key stakeholders participating in interactive awareness raising events such as interactive annual campaigns, policy dialogues, and discussions for promoting positive contribution of minority groups.	What is the present state of such activities? <b>Did these help in changing the perception of the community? How many individuals reached (both direct and indirect) through this initiative? What is the impact/success stories?</b>
<b>Expected outcome 3:</b> Divisional-level Leave No One Behind (LNOB) Coalitions formed by targeted local CSOs and networks with action plans to engage in national, regional and local policy dialogue and consultations.	EO3.1 Number of actions identified by the divisional level LNOB coalitions proposed for inclusion in govt policy and planning	How many actions exist? How many can we achieve? <b>How effective has this process been? Has there been any improvement in their community due to their initiative? What is the impact/success stories?</b>
	EO3.2 Number of social audits conducted at local level to identify access to basic services and findings are disseminated at divisional and national level.	How many of these social audits are done per year? What did they identify? <b>How did the dissemination/public hearing help address the issues? Are these any impact/success stories?</b>
	EO3.3 Number of times key stakeholders (including parliamentarians) participated in national and divisional policy dialogue and consultations.	How many times do key stakeholders (including parliamentarians) participate in national and divisional policy dialogue and consultations regarding the issue at hand? <b>How effective was our approach engaging the key stakeholders in the initiative? Are there any impact/success stories?</b>



### **Methodology:**

1. A consultant individual/organizational will be hired to propose a detail mixed method methodology for the endline.
2. Consultant will collect all raw data and conduct secondary research as needed.
3. Qualitative data including case/impact/success stories, lessons learnt and best practices should be capture as a cross-cutting data in all applicable indicators (in addition to the ones already mentioned).
4. Consultant will submit a final endline report from the collected data.

**Possible start date: 28<sup>th</sup> of April 2024**

### **Deliverables:**

<b>Deliverables</b>	<b>Timelines</b>
<ul style="list-style-type: none"><li>• Inception report including action plan and methodology for review</li></ul>	5 days after the contract award
<ul style="list-style-type: none"><li>• Data collection tools (In Bangla, English)</li></ul>	8 days after the contract award
<ul style="list-style-type: none"><li>• First draft<ol style="list-style-type: none"><li>1. <i>Narrative report</i></li><li>2. <i>Case story document</i></li><li>3. <i>Lessons learnt and best practices document</i></li></ol></li></ul>	25 days after the contract award
<ul style="list-style-type: none"><li>• Final report<ol style="list-style-type: none"><li>1. <i>Summary report (with data) in both English and Bangla</i></li><li>2. <i>Narrative report</i></li><li>3. <i>Case story document</i></li><li>4. <i>Lessons learnt and best practices document.</i></li><li>5. <i>Presentation on endline evaluation findings</i></li><li>6. <i>Presentation on perception survey</i></li></ol></li></ul>	5 days after receiving feedback

### **Consultants Requirements:**

The consultant needs to have the following competences-

- Experience conducting similar assessments in the sector.
- Experience working with European Union funded evaluations.
- Strong research background.

- Demonstrate capacity to produce high quality reports from previous undertakings in terms of English Language proficiency report content and report structure.
- The ability to meet deadlines.

**Reporting:**

The Consultant will directly report to Project Manager of Christian Aid. He/she will need to work closely with project MEAL specialist.