

**Terms of Reference (ToR)**

**Hiring consultant for baseline 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, Moulovibazar, 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 consultancy is to gather baseline data against which the project’s log-frame will be reported. In addition, the reported data will be used to adjust the interventions and targets to reflect the updated circumstances. The results, indicators to be measured, and wider research questions are given below.

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| **Results** | **Indicator** | **Research question** |
| **Overall objective 1:** 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? |
| 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 planning dialogue, to be more inclusive and responsive to minority communities and disabled persons | What actions are taken by power holders to change national policy and its local level implementation, including planning dialogue, to be more inclusive and responsive to minority communities and persons with disability? |
| **Specific Objective 1:** 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? |
| 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 and union parishad standing committees has increased. | 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? |
| **Specific Objective 2:** 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? |
| 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)? |
| 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). | **What is the perception of the general citizens of minority rights and minority inclusion? This will be a key component of the assessment as a campaign will be launched to follow up on it.[[1]](#footnote-1)** |
| 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 prevalent? |
| **Specific objective 3:** 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? |
| 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? |
| **Expected outcome 1:** Increased capacity and skills of 100 minority rights CSOs, 84 advocacy networks1 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? How many more can we engage? |
| 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? How many can we stablish? |
| EO1.3 Number of leadership position held in divisional LNOB coalitions by a) minority women b) ethnic minorities c) transgendered persons d) people with disabilities e) young people (18-25). | 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). |
| EO1.4 Number of change agent (292) positions held by a 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). |
| **Expected outcome 2:** 1 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? |
| 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? |
| 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? Do these exist? |
| **Expected outcome 3:** 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? |
| 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? |
| 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? How many can be targeted? |

**Methodology:**

* A consultant individual/organizational will be hired to propose a detail methodology for the baseline.
* Consultant will collect all raw data and conduct secondary research as needed
* Consultant will submit a final baseline report from the collected data

**Possible start date: 15th of April 2021**

**Deliverables:**

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| Deliverables | Time-lines |
| * Inception report including action plan and methodology for review | 5 days after the contract award |
| * Data collection tools | 8 days after the contract award |
| * First draft | 25 days after the contract award |
| * Final report | 5 days after receiving feedback |

**Consultants Requirements:**

Consultant need to have the following competences-

* Experience conducting similar assessments in the sector
* 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.

**Mode of payment:**

The payment will be made through account payee cheque in favour of Firm upon successfully completion of the assignments. Tax and VAT will be deducted at source as per govt. rules and regulations. Payment schedule will be as follows:

After receiving inception report- 30%

After receiving first draft- 40%

After approval of final draft- 30%

1. Based on the perception survey, a national campaign will be launched to enhance the perception of minority rights among the general citizens of Bangladesh. [↑](#footnote-ref-1)