**Terms of Reference for consultant on Disability and Gender Analysis**

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# **Study Summary**

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| **Program/Project,**  **Project Number** | Project number:3608-CBMAUS-MYP  Project name: Promotion of Human Rights of Persons with Disabilities in Bangladesh (PHRPBD) through community based inclusive development  potentially main funding organisation: CBM Australia |
| **Partner Organisation** | Centre for Disability in Development (CDD) |
| **Project start and end dates; phase of project if applicable** | July 2018 to December 2021 (Phase III) |
| **Purpose of the study** | The main purpose of this study to have a clear picture on the gaps that exist in terms of disability and gender. The study will also explore the ways to address the identified gaps. This study on disability and gender analysis will support to design program by addressing the identified gaps that future program/project needs to consider.  The analysis will provide an understanding whether inequalities persist in the selected locations and a comparative analysis of how it intersects with other inequalities, how it impacts on the life of women, men, girls and boys with and without disability and also people with other gender identities. |
| **Title of the study** | *Disability and Gender Analysis: A Comparative analysis of the socio-economic situation between women, men, girls and boys with and without disability and other gender identities in Dhobaura, Mymensing and Mehendijong, Barisal region.* |
| **Commissioning organisation/contact person** | Zakia Rahman, Program Officer  CBM Bangladesh country office (CBMBCO) |
| **Study Team members (if known)** | *To be confirmed.* |
| **Primary Methodology** | *The study should be conducted in a participatory process by using both quantitative and qualitative methods.* |
| **Proposed Start and End Dates** | Start date: February 17, 2022 and  End Date : March 28, 2022 |
| **Anticipated Study Report Release Date** |  |

## **Background of the project**

## Centre for Disability in Development (CDD) have been implementing the Promotion of Human Rights of Persons with Disabilities in Bangladesh (PHRPBD) project since 2010, with the aim to contribute in improving the quality of life of people with disabilities and their families through effective mobilization of local resources that ensures inclusion for all. Specifically, at the end of this phase, the project envisages that target communities have mechanisms and resources in place that enable better inclusion for people with disabilities and other marginalized groups. These mechanisms and resources are central in the project’s sustainability approach, which involves strengthening of Self-Help Groups (SHGs), local government partners and local development actors in disability mainstreaming. The first two phases of the project (2010-2017) have achieved significant impact in the areas of increased awareness on disability rights and improved leadership capacity of people with disabilities in self-help groups, which have led to increased participation of people with disabilities in community activities. In this phase, the project has been designed to address the gap and needs. The project has contributed to the improvement of quality of life of persons with disabilities in a multi-sectorial approach that led the person with disabilities of working areas to improve in every development aspects of life.

## The PHRPBD project is considered a well-functioning model of Community Based Inclusive Development (CBID). It has successfully generated good examples through effective implementation of its activities. Based on these achievements, CDD is planning to develop a new project proposal by replicating the good examples and best practices of PHRPBD project in new locations. To develop an effective proposal, it is essential to have an understanding about the overall situation of men and women with and without disabilities and people with other gender identities in the possible project locations.

## **Objective, Scope and Intended Use**

## The specific objectives of the study are:

1. To get an idea about the overall scenario (demographic, community perception, opportunities etc…) regarding the disability and gender of the identified project locations;
2. To identify the barriers that are being faced by particularly persons with disabilities (women, men, girls and boys) and other gender identities to access the mainstream and disability specific services and to participate in the decision making process at the family and community level;
3. To develop a gender strategy on the basis of findings for ensuring the identified barriers are addressed;
4. To prepare 2 case stories (1 women and 1 men disabilities) from each location animating gender related challenges and its impact on their lives with photos (1000 words maximum);
5. To develop a set of recommendations that the project needs to consider for future project planning by obtaining lessons from the existing practices.

**Scope of the Study:**

The scope of the study covers the context analysis by using the lens of inter-sectionality, where disability and gender will get priority. The study will identify the barriers that persons with disabilities, especially women with disabilities and people of other gender identities faces during accessing or receiving any services from government and non-government agencies. The study will explore different aspects of lives of the targeted population, considering their situation and status in the family, community and mainstream development process. The analysis will also focus on the past activities to determine what amendments or adaptations are required to ensure that they are benefited from the project’s interventions.

**Determine the target audience of the study:**

## The study findings will target the following audience:

## National and Local Government entities (policy makers and service providers);

## Donor Agencies/development partners (program developers and service providers);

## Non-Government Development Organizations;

## Organizations of Persons with Disabilities/Self-Help Groups

## Civil Society Organizations;

## Coalitions/Networks engaged to promote disability inclusion.

## **Evaluation Questions/ Study questions**

The following questions are suggested as examples. The consultant should develop a set of questionnaire based on the purpose, objectives and scope of the study:

* What barriers women, men, girls and boys with disability faces to access mainstream and disability specific services (education, health, livelihood and social-recreational and leisure);
* What approaches or interventions are required to remove the barriers;
* What is the understanding and awareness of the community including targeted stakeholders in the selected locations regarding inclusion and gender equality?
* Why interventions related to disability inclusion and gender equality is important in selected project locations?
* To what extent the practical & strategic gender needs of women, men, boy and girl with disability and people from different diversity groups are addressed by the family, community and development actors?
* Are women and men with disabilities aware about the services (health, education, legal aid, etc.) provided by the government and non-government agencies and how to access them?
* How is the situation in terms of mobility, safety as well as care responsibilities and how do they affect women and men with disability in moving out of poverty?
* Do the women with disability take part in the decision-making processes at family and community level? What can stop men and boys with disabilities from participating in decision making process, or having control over resources or hinder their autonomy;
* What are barriers faced by the women with disabilities in accessing financial services? Do they have access and control over financial services;
* What is the level of understanding or skill on financial management (measured against a scale from ‘not at all to very good)?
* How effectively women including women with disabilities are contributing in their families in terms of earning, expenditure, property management and decision making?
* To what extent project interventions can create a gender balance among the persons with and without disability in the selected location?
* What are the barriers girls and women with disabilities faces to access reproductive health services? What intervention are needed to ensure that they can access the SRH services?
* To what extent persons with disabilities (especially women and children) are at risk of being victims of abused or violence and the existing protection mechanism available in the community?
* What are the challenges faced by women with disabilities in accessing legal aid services? How the project will address the gender issues across the project cycle and what will be the monitoring procedure?
* What interventions will promote a certain level of participation of people from other gender identities (trans-gender, uni-sex etc…).

## **Methodology**

The Disability and Gender Analysis (DGA) should provide qualitative and quantitative information regarding disability-sex-age disaggregated data and analysis on the present situation of participation of women, men, girls and boys with disabilities and people with other gender identities in the decision making process from family to community level.. The consultant will conduct desk study and field study. The consultant should take into consideration the existing laws and policies, CBM global strategy, CBM Bangladesh country plan and the Disability and Gender Analysis Toolkit (developed by CBM) during conducting the study.

The study should be conducted in a participatory process by considering all relevant stakeholders including persons with and without disabilities, family members or caregivers of persons with disabilities, people with other gender identities and representatives from local government, different departments of government and non-government organizations. Both quantitative and qualitative methods be used to collect data and information. The Consultant is expected to provide detail methodology, schedule, and tools to CDD and CBM management for feedback upon which the Consultant will finalize the tool, methods and methodology.

The total study will be accomplished by an inclusive and participatory way, where persons with and without disabilities, family members or caregivers of persons with severe disabilities and representatives of local government, different departments of government and non-government organizations will be engaged in the entire process.

Consultant will design detailed sampling technique that should be used to minimize bias. Considering the risk of COVID-19, Consultant may use phone or online platform to conduct meetings and interviews and plan field activities accordingly.

## **Limitations**

The pandemic is a major challenge at this time, which may hinder the analysis process and limit the study result during the specified timeframe. Hostile weather (monsoon) can be a challenge in the working locations. Besides, it may create challenge for the consultant to communicate with persons with speech and hearing impairment, persons with mental health needs and to involve persons with severe disabilities in the evaluation process. Non availability of reliable official data is another limitation for this kind of analysis.

## **Study Team and Management Responsibilities**

**Commissioning responsibility**

CDD will commission a Consultant(s) and approve the design proposed by the Consultant in consultation CBM representatives. The study report will be provided to CDD for appropriate distribution to stakeholders and finalized based on comments from CDD and CBM.

**Study Team**

| **Name** | **Organization** | **Skills /background required** |
| --- | --- | --- |
| Consultant | External | * At least Postgraduate degree or equivalent in development studies, social science, gender studies; * Experience in the field of disability and inclusive development is essential; * More than 10 Years of working experience in development field and have specific expertise on gender analysis, gender mainstreaming and women’s participation; * Experience in institutional capacity-building /organizational development * Knowledge on national/international agreements and initiatives on gender and disability (UN, CEDAW, CRPD, etc.) |
| Representative from CBM global team / Australian Aid | Internal |  |
| Representative – CBM BCO | Internal |  |
| Representative- CDD (Project Manager, Gender focal person) | Internal |  |
| Representative from sub-partner organization | Internal |  |
| Representative from OPD/SHG/Apex Body | External |  |

## **Management of the evaluation and logistics**

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| **The evaluation team will be composed of five members: Name and Organization** | **Role (s)** |
| \_\_\_\_\_\_\_\_\_\_, CBM BCO and International | * Contribute to the development of study ToR; * Provide input to the study plan; * Communicating with RO and CBM Australia on any significant issues arising during the entire process; * Review & provide feedback on the findings and draft report; * Disseminate learnings to other partners in agreement with CDD; |
| External Consultant | * Lead the consultation process; * Prepare an action plan; * Develop methodology; * Lead study team briefings and debriefings * Lead data collection and analysis, including desk review; * Facilitate a half day workshop with CDD team to share initial findings and develop recommendations * Write and ensure reports are delivered within the deadlines |
| Other team members:   * 01 representative from CDD * 1 representative from respective sub-partners; * 1 OPD/SHG representative; | * Undertake interviews (if required) * Contribute to discussions of findings, analysis and recommendations * Provide knowledge of local context to the team * Provide record of interviews, as appropriate * Help disseminate the learnings from the project |

## **Expected Results/deliverables**

The Consultant develops the following documents in the given time frame and language.

* + Detailed work plan
  + Inception report
  + PPT presentation on the initial findings
  + Report on the Disability and Gender Analysis
  + Gender strategy

## **Duration and Phasing**

It can be considered a planning meeting with CDD and CBM that is scheduled weeks before the field work, where methodology and sampling is discussed

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| **Task** | **Location** | **Number of Days** | **Expected Dates** |
| Meeting with CDD & CBM | CDD office | 01 working day |  |
| Desk review of information and submission of inception report | Consultant’s office | 04 working days |  |
| Development of tools for collecting information (qualitative & quantitative); | Consultant’s office | 01 working day |  |
| Consultancy meeting between CBM global team and consultant-CDD-CBM to finalize the methodology and plan | Online meeting | 01 working day |  |
| Field visits, meetings, interviews, etc. | Selected field | 15 working days |  |
| Half-day workshop to develop action plan | CDD office | 1 working day |  |
| Consultant submits draft study report and strategy paper | Dhaka | 03 working days |  |
| Comment on draft study report and strategy paper by CDD and CBM | Dhaka | 1 working day |  |
| Consultant makes changes as necessary and submits final version | Dhaka | 3 working days |  |

**Time frame:**

* Inception Report due by: February 22, 2022
* Draft Report due by: March 22, 2022
* Finalised Report due by: March 28, 2022

## **Costs and payments**

**Mode of Payment**

* The consultant will receive half of the total contracted amount after submission of inception report. Rest of the amount will be provided after receiving the final report.
* The total amount should be included of all costs for conducting the study, which includes consolidated consultant fee; costs of in country transportation, accommodation, food, and organizing consultancy workshops;
* VAT and TAX will be deducted at source as per applicable Bangladesh government rules.
* Payment will be made on submission of invoice upon completion of the study report by bank transfer or A/C Payee Cheque issued against the consultant.

1. **Submission of Applications**

Expressions of Interest (EoI) shall be submitted by (February 09, 2022) to ([info@cdd.org.bd](mailto:info@cdd.org.bd); [keya.cdd@gmail.com](mailto:keya.cdd@gmail.com)) and shall include:

1. Technical proposal:
   1. Brief description of consultancy firm/consultant/team
   2. Detailed CVs of each suggested team member
   3. Understanding of this ToR and suggested methodology
   4. Availability of team and suggested schedule

b) Financial proposal:

Only complete applications will be considered. The contractor may ask for references and/or examples of previous work and reports during the recruitment process. The contractor reserves the right to terminate the contract in case the suggested and agreed upon team members are unavailable at the start of the evaluation and no adequate replacement can be provided.

Each team member, incl. interpreters, enumerators etc need to fully comply with and sign CBM’s or the partner organisation’s Code of Conduct and Child Safeguarding Policy as well as commitment to data security and privacy.