Terms of Reference

Bangladesh programme evaluation

context

historic

Enfants du Monde has supported efforts in the field of MNH in Bangladesh since 2008. First through a collaboration with a small local NGO, PARI Development Trust, in Netrokona District. The programme, implemented until 2016, has shown good results but has also faced some challenges, in particular the lack of collaboration with MOHFW at national level. Ideally, the IFC framework is implemented as the health promotion component of a national MNH strategy in countries, however, throughout these phases of the programme, actions have remained geographically limited in scope, having been scaled up only from initial implementation in four unions of Kalmakanda upazila to eventually cover all eight unions.

These limitations have led to the strategic decision on the part of EdM to seek a new partner organisation with specific strengths to focus more on collaboration with the MOHFW at national, district and upazila level and to aim at increased institutionalization of health promotion within MNH in Bangladesh. Since 2017, the International Centre for Diarrhoeal Disease Research, Bangladesh (icddr,b), an international health research organisation located in Dhaka, has implemented a new phase of the programme in two sub districts of Brahmanbaria District, Kasba and Sarail upazila. At national level, the programme was well accepted by MOHFW. Despite positive results, EdM and icddr,b decided at the end of 2018 to end their partnership by mutual agreement, due to disagreements about the principles of their partnership.

current programme

EdM started a new partnership with BRAC from May 2019 till December 2020. Designed as a pilot for BRAC Health, Nutrition and Population Programme, the 19-20 programme has been able to rely on BRAC community workers (SKs) already active in the area of intervention as well as on BRAC's logistics. At the time of the programme design and in view of the various constraints, this seemed the most relevant option.

After more than a year of collaboration, the partnership between BRAC and EdM has evolved. The 21-24 programme was designed as a direct contribution to BRAC Health, Nutrition and Population Programme (HNPP), assuming that such efforts also contribute to achieving the Health Population and Nutrition Sector Development plan of the Ministry of Health and Family Welfare (MOHFW).

The implementation strategy of the current programme is based on three pillars:

* Scaling up of some activities through BRAC HNPP: training of BRAC SKs for health education (rights and Early Childhood Development)
* Collaboration with MOHFW: training of managers and health care providers on health promotion
* Pilot activities: community participation in care assessment

After more than 3 years of collaboration, BRAC and EdM wish to determine what has been achieved and gain perspectives and recommendations for the elaboration of a potential 25-28 programme.

goal & objectives

goal

This evaluation aims to support stakeholder steering, learning and accountability in order to review, identify lessons learned from the programme strategy and formulate directions for the future 2025-28 programme.

specifics objectives

For the current programme:

1. Assess the effectiveness of the current programme:
	1. Are the interventions implemented according to the programme planification (for the period19 – 22)? If not, why not and what was done about it?
	2. To what extent were the outcomes and outputs of the programme achieved?
	3. To what extent did contextual factors help or hinder implementation? What were the major factors influencing the achievement or non-achievement of outcomes and outputs?
2. Reflect on the implementation strategy of the current programme:
	1. What is the degree of ownership of the activities and strategies of the programme within BRAC HNPP?
	2. Is the programme ready and/or does it have measures/plans in place to integrate some activities within BRAC HNPP for a future scaling up?
	3. What is the dialogue related to integration of activities within MOHFW and with other major stakeholders?
	4. To what extent is community and local health staff involved in the implementation of the programme?
3. Reflect on the set up of the current programme and collaboration between EdM and BRAC:
	1. How BRAC and EdM dialogue regarding the design of programme interventions?
	2. How to assess the collaboration between BRAC and EdM? Are the respective roles and responsibilities clear enough?
	3. Is the organisational structure apt to implement this kind of programme? (including in regards to the technical support provided)
4. Assess the alignment of the current programme:
	1. Does the programme align with government’ policy “Bangladesh National Strategy for Maternal Health 2019-2030” related to MNCH and / or health promotion?
	2. Does the programme align with BRAC HNPP strategy?
	3. Does the programme align with key institutional stakeholders’ strategies (UN agencies who are engaged in MNCH and Health e.g. UNICEF, UNFPA, WHO etc.)?

For the potential future programme:

1. Evaluate the relevance of the programme with regards to populations needs and health services
2. Provide recommendations on the design of the potential future programme:
	1. Which interventions should the programme prioritize and / or which new interventions include?
	2. What would be the best organisational structure to implement the programme?
	3. What are the recommendations to improve the collaboration between EdM and BRAC?
	4. What would be the best process and timing to elaborate a new programme?
3. Provide recommendations for scaling up and its sustainability within MOHFW and within BRAC HNPP, including programmatic adaptations:
	1. Dialogue process, institutionalisation / integration within national policies, strategies and systems of MOHFW and BRAC HNPP
	2. Geographical expansion and its sustainability (including funding and capacities)
4. Provide recommendations to reinforce national ownership by MOHFW

methodology

Final decisions on the specific design and methods of the evaluation will emerge from consultations between BRAC, EdM and the evaluators as to what is appropriate and feasible to meet the purpose and objectives of the evaluation and to address the evaluation questions, budget limitations, timeframe and existing data. The consultant may draw on the evaluations conducted, including the baseline / endline study of programme, the national health system data and the different reports provided by BRAC and EdM.

deliverables

The expected deliverables are:

* An **evaluation protocol**, specifying the methodology, collection and analysis tools, ethical requirements, proposed work plan, and financial proposal. This document will specify the consultants' understanding of the tasks expected, the objectives of the evaluation and the resources required.
* A **final report**: The final report will be made available in digital and hard copy. It will include the details of the evaluation work (maximum 30 pages, + annexes considering the remarks made during the restitution workshop. The expected structure of the final report for the description of the evaluation results will follow the evaluation criteria proposed in the terms of reference. Each part should provide answers to the evaluation questions posed. The evaluation should be able to provide useful conclusions and recommendations specified by the party responsible for its application in the future.
* An **oral presentation** of the evaluation results (restitution) in the presence of BRAC, EdM and MOHFW and Community Clinic Health Support Trust representatives.
* A **power point presentation**
* An **executive summary**: The executive summary of maximum 3 pages will be a separate document, with the following structure: Introduction, Description of the evaluation, Summary of main findings, Conclusions, and Recommendations.

responsabilities

Consultant's responsibilities :

* Review and comment on the ToR;
* Develop an evaluation protocol detailing the work plan (timeline), ethical requirements, and methods and tools based on the ToR and budget;
* Recruit and train external team members if necessary;
* Develop data collection tools if needed;
* Organise surveys, meetings and field visits;
* Manage day-to-day operations;
* Manage the use of the evaluation tools;
* Present a draft of the evaluation report to BRAC & EdM;
* Integrate the comments into the final version of the report;
* Present the final report at a feedback workshop.

Responsibilities of BRAC :

* Approve the evaluation protocol and data collection tools;
* Participate in the briefing meeting;
* Provide all necessary information/documents to the consultants;
* Facilitate surveys, meetings and field visits as requested by EdM;
* Provide feedback and quality assurance on the work plan and initial report prepared by the consultants.
* Validate the final report.

Enfants du Monde's responsibilities:

* Prepare the ToR;
* Approve the evaluation protocol and data collection tools;
* Organize a briefing meeting to assess the consultant’s understanding of the ToR;
* Provide technical support to the evaluation process;
* Provide all necessary information/documents to the consultants;
* Provide support to facilitate surveys, meetings and field visits of Consultant/s if required.
* Approve all products.

proposed roadmap

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| Activity | Deadline | Responsible  | People involved |
| BRAC & EdM discussion | 17 December | Shameema | BRAC and EdM |
| Finalization of ToR and publish EOI/RFP on bdjobs | 5th February | Shameema | Brac and EdM |
| Consultant recruitment | 26 February 2023 | Shameema | Cecilia, Mouna |
| Consultant briefing | 28 February 2023 | Shameema | BRAC, EdM, MOHFW, CCHST |
| Draft report | 20 March 2023 | Consultant | BRAC and EdM |
| Comments on the report | 31 March 2023 | Shameema | BRAC and EdM |
| Final report | 15 April 2023 | Consultant | BRAC and EdM |
| Oral presentation | 30 April 2023 | Consultant | BRAC, EdM, MOHFW, CCHST |

file composition

The consultant's bid must include the following documents:

* A technical offer including the detailed methodology and the envisaged process.
* An up-to-date CV (max. 4 pages)
* A minimum of 3 contacts and 3 references from previous assignments on a related subject of this consultation
* The implementation schedule for the whole process
* A financial offer including a detailed budget (nature of costs, cost/day, number of working days) including a total before tax and a total including tax

The technical and financial proposal must be submitted by 21 February 2023 to consultancy.bangladesh@edm.ch. Only shortlisted candidates will be contacted.