

Manusher Jonno Foundation
Excluded People's Rights in Bangladesh (EPR) Project

Terms of Reference (ToR)

for

**"A Study on Documentation, Reconstruction of Best practices and Lessons learned
for all Thematic Interventions"**

I. Introduction and Project Background

Manusher Jonno Foundation (MJF) is the largest national organisation in Bangladesh disbursing funds and capacity building support for human rights and governance work. Since July 2017, MJF has been implementing a five-year project titled 'Excluded Peoples' Rights in Bangladesh' (EPR), supported by UKaid through Foreign, Commonwealth and Development Office (FCDO). This project aims to ensure that by 2022 about 1.63 million poor, marginalised and vulnerable people enjoy a better quality of life in an environment of democratic freedom and security. The EPR Project is being implemented through 60 local Non-government Organisations (NGOs) and Civil Society Organisations (CSOs) committed to working with excluded and marginalised groups, women, children and youths in Bangladesh.

The EPR Project is building the capacity of those NGOs not only to challenge the poor governance and corruption in public institutions, but also to reduce their long-term reliance on overseas development assistance. EPR is building awareness and social mobilisation, leadership skill, income opportunities through skill development, policy advocacy, and strengthening and ensuring accountable and transparent Go-NGO service provisions for the socially excluded people in Bangladesh.

Through five programmatic interventions (1. Strengthening Public Institutions for Pro-poor Services through Advocacy and Negotiation, 2. Tackling Marginalisation and Discrimination through supporting disable and minority groups, c. Prioritizing the Security and Rights of Women and Girls by establishing a supportive environment, d. Decent and Safe Work Addressing vulnerability and Protect Rights of Workers/ Working Children and e. Youth and Social Cohesion to reduce violence through leadership, life skill and economic opportunities) across various locations of Bangladesh, the EPR is reaching out to even the most marginalised and excluded people, which include the disabled, sex workers, Dalit, Adibashi (plain land and CHT), *char* people, migrant workers and working children in hazardous labour. Acting as catalyst, MJF is empowering the voices of these excluded communities to ensure claims to their entitlements and rights.

The EPR is conceptually and strategically consistent with the relevant provisions of the Constitution of the People's Republic of Bangladesh, as well as Perspective Plan 2011 -2021: Making Vision 2021 a Reality; the National Integrity Strategy (2012); the Seventh Five Year Plan (2016-2020); and the Sustainable Development Agenda 2030.

Theme Outline and outcomes:

1) Security and Rights of Women and Girls (SRWG) theme of MJF strives to promote an environment in which women can take decisions, access public services, and participate in political, social, and economic activities without fear of violence and threats. The programme works to build the ability of women and girls, to combat inequality, discrimination, and marginalisation, to improve working conditions, and to change policies and regulations that discriminate against women and girls.

Furthermore, the programme strives to change negative norms, behaviour, and practices toward women at home and abroad, to ensure justice in cases of violation, and to make the government more responsive to the issues and challenges that women and girls confront. This initiative is carried out in 22 districts and 939 villages by 13 partner organisations, in different geographical locations in Bangladesh.

Theme Goal: Enhanced rights of women and girls to access economic, social, political and legal rights in a secure and safe environment.

Outcomes:

- Women and girls victims/survivors have access to medical and legal services.
- Men and boys changed their perceptions, attitudes and practices towards gender equality/ women rights.
- Incidence of violence against women and girls reduced.
- Women have increased opportunities for income generation and control over their own resources and income.
- Women effectively advocate for changes, amendment and adoption of laws and policies that protect their human rights.

The detailed geographical information of working areas is attached as **Annex 2**.

2) Tackling Marginalisation and Discrimination (TMD) theme of MJF mainly works with marginal farmers, Dalits, and fisher-folks. EPR project addresses their issues of accessing government services and resources, enhancing their dignity, engaging in political agendas, and strengthening their livelihood security. TMD theme mainly works with demand and supply-side actors to ensure their rights and entitlements, enhance their social dignity, and promote their lives and livelihoods.

The main purpose of the TMD programme is to improve access of the marginalised people to government and non-government services and resources, and to mainstream them by bringing about positive change in their social position, including upgrading their dignity. Therefore, the key areas of the programme are to address the underlying causes of different types of marginalisation within a rights-based framework through capacity building, network development, coordination, support services, self-management and advocacy and lobbying.

In addressing the vulnerability and poverty of the marginalised groups, TMD broadly carries out two interventions: 1) empowers the marginalised groups so that they can claim their rights, and 2) sensitises statutory service providers to provide services to these groups. The outcome that takes place is the translation of rights to responses by the statutory service providers.

A total of 125,000 marginalised and excluded people, organised into three population groups: Dalit, Landless people, and Fisher folks, are being covered by 12 partner organisations in various parts of the country.

Theme Goal: Rights, entitlements and dignity of marginalised and excluded people enhanced.

Outcomes:

- Marginalised and excluded people received public services, resources and facilities (e.g. health, education, safety-net, agricultural extension, Income Generating Activities (IGA), land, water-bodies and legal service).
- Marginalised and excluded people including women and girls' social status advanced.
- Marginalised and excluded women and men have better livelihoods/income options.
- Pro-poor laws and policies revised, drafted, enacted and facilitated to be implemented.

The detailed geographical information of working areas is attached as **Annex 2**.

3) Strengthening Public Institutions (SPI) theme of EPR Project focuses on selected public institutions blending the dynamics of citizens' engagements using various social accountability tools. This will help in ensuring effective public service delivery i.e. health, education, agriculture, social security, conservancy, water supply and other local level government services. Another key focus of SPI is the capacity building of duty bearers and grassroots citizen so that transparency and accountability is ensured at selected public sectors. At the same time, poor and marginalised people are able to raise voices and demand their entitlements. This initiative is being implemented by 13 partner organisations in 15 districts.

Theme Goal: Poor, marginalised and vulnerable people enjoy better quality of life in a well-governed institutional environment.

Outcomes:

- Public service delivery agencies (i.e. Local Government Institutions, Government of Bangladesh (GoB) agencies) are more transparent and accountable to the people, and responsive to the needs of people especially the poor, marginalised and socially excluded sections.
- Poor, marginalised and vulnerable citizens are more able to access material resources, services and opportunities.

The detailed geographical information of working areas is attached as **Annex 2**.

4) Decent and Safe Work theme of EPR Project works in addressing the legal implementation gap through training of legal and relevant sector actors and reduce the risks of exploitation linked to Ready-made Garments (RMG) and migration. MJF will contribute to the advocacy for the formulation of national minimum wage for all sector workers and will also advocate for more effective safety regulations across the sectors. In this regard, two tiers of partnerships have embraced. One with who are organisationally strong, retain network with the workers' organisations and specialised on advocacy and the other with who are locally-based and directly linked with target people. This initiative is being implemented by 7 partner organisations in 3 districts.

Theme Goal: Readymade garment and overseas temporary migrant have improved socio-economic conditions in the environment of decent work.

Outcomes:

- RMG workers received minimum wage and financial benefits.
- RMG workers enjoyed improve working conditions.
- Potential men and women workers safely migrated.
- Returnee migrants successfully reintegrated in the society.
- Adopt/revise existing laws and policies to strengthen workers' rights

The detailed geographical information of working areas is attached as **Annex 2**.

5) Ethnic People's Rights: Bangladesh is a country of cultural and ethnic variety, with over 45 ethnic groups speaking at least 35 languages, in addition to the Bengali people. Approximately, 80% of the indigenous population lives in the plain land regions in the country's north and south-east, with the remainder living in the Chittagong hill tracts (CHT). Historically, the indigenous people in Bangladesh has been the most marginalised section in terms of economic, social, cultural, and political rights. They have relatively limited access to basic human rights.

Rights of ethnic people theme aims to empower and enhance capabilities of targeted ethnic communities to gain access to services and resources to improve their lives and livelihoods. Marginalised communities will be able to amplify their voices from local to national level through negotiation, protest and demonstration against denial of all rights and entitlements. MJF will Support and mobilise the ethnic minority communities (Indigenous peoples) to become aware of their rights, to come together, identify rights and develop collective agenda for raising their voices and social mobilisation. This initiative is being implemented by 13 partner organisations in 8 districts.

Theme Goal: Establish wellbeing and dignity of Ethnic Peoples.

Outcomes:

- Ethnic people including persons with disabilities have access to services and resources (agriculture extension, education etc.) and safety-net.

- Improved social status of ethnic women and girls for reducing violence against women.
- Restored and preserved indigenous identity, knowledge, tradition and culture.
- Ethnic women and men including persons with disabilities have better income and livelihood options/opportunities.

The detailed geographical information of working areas is attached as **Annex 2**.

6) Protecting Working Children Rights theme is preventing the working children from all sorts of exploitation and discrimination. Through its focus on rehabilitation, MJF will effectively withdraw and reassigned children engaged in the most hazardous forms of child labour. The focus of the programme will revolve around children, children groups, and duty-bearers responsible for providing basic services to them.

This initiative is carried out in 9 districts and 8 municipality under 8 districts and Dhaka City Corporation (North and South) by 11 partner organisations, in different geographical locations in Bangladesh.

Theme Goal: Ensure rights of the working children to enjoy better quality of life.

Outcomes:

- Children are withdrawn from hazardous works.
- Withdrawn children are enrolled in formal/non-formal education.
- Employers and government and NGOs are responsive to the rights of working children.
- Economic vulnerability of the working children is reduced.

The detailed geographical information of working areas is attached as **Annex 2**.

7) Rights of Persons with Disabilities: Persons with Disabilities (PWDs) are people who have long-term physical, mental, intellectual, or sensory impairments that, when combined with additional barriers, make it difficult for them to participate fully and effectively in society on an equal footing with others. Under disability theme MJF strengthens rights for PWDs in such manner that they can claim opportunities and services on an equal basis with others. The theme also aims to bring about positive changes in social position of PWDs and contribute to developing and implementing policies that ensure inclusion of PWDs into the mainstream development.

MJF considers disability as a standalone programme and as a cross-cutting theme, based on certain principles and criteria. MJF took into account (a) the deep-rooted link between poverty and disability, (b) the historical negligence and marginalisation faced by PWDs, (c) MJF's experience of working with socially and economically vulnerable people, (d) the changing overall national and global context, including commitments, and (e) the capacity within the organisation and partners to address the issue collectively and across programmes. This initiative is carried out in 12 districts by 7 partner organisations, with nearly 100 thousand direct beneficiaries.

Theme Goal: Persons with disabilities are enjoying equal rights and have their lives improved through an integrated approach at MJF.

Outcomes:

- PWDs across the MJF programme (have access to public services and resources (e.g. health, education, safety-net, agricultural extension, Income Generating Activities (IGA), land and water-bodies).
- PWDs (men and women) have representation in different institutions and participated in decision making process.
- Incidence of violence against women and girls (including men and boys) with disabilities addressed.
- PWDs (men and women) have increased opportunities for income generation.
- Partner NGOs other institutions contributed to new development programmes and policies for PWDs.

The detailed geographical information of working areas is attached as **Annex 2**.

8) Youth and Social Cohesion is a new programme for MJF under EPR which will work to provide young people opportunities to become active citizens and agents of progressive change. This will include training in life skills, leadership and support for income generation. Youths will be equipped with proper life skills to contribute positively in society. MJF approach to promote youth and build social cohesion is basically promoting economic citizenship, creating income opportunities, leadership development, promoting youth as change agents, awareness and mobilisation. This initiative is carried out in 11 districts by 13 partner organisations, with nearly 100000 youths.

Theme Goal: Young people have opportunities to become active citizens and agents of progressive change.

Outcomes:

- Young people are developed as leaders and engaged in community level voluntary activities.
- Drivers of extremism are understood and addressed.
- Opportunities increased for young people to develop skills and income generation activities

The detailed geographical information of working areas is attached as **Annex 2**.

II. Objective of the Consultancy

In this context, large volume of knowledge and learning are generated with regional and contextual variances throughout the implementing areas. These knowledge, learning and best practices generated in the different contexts, require accumulation, screening,

reviewing and producing best knowledge product from which all level of relevant stakeholders i.e. from beneficiary to policy makers and programme designers round the world, can be benefitted. The final product and recommendations out of the study will also assist the programme implementers to improve in their specific areas in future and finally achieve the intended organisation's goal.

a) Within the given context, the study could be conducted through the followings:

- i) Analysis of the context and program through field research and literature review
- ii) Review and reconstruct the process of best practices and lessons learned with support of regional and partner staff members
- iii) Identify opportunities, challenges and strategies to effectively address the gaps along with regional variances
- iv) Explore the status and learning from the implementation work in thematic partnership and recommending for the future scope.
- v) Comparative analysis of practices with the program area and recommend the best way of practice
- vi) Sharing study findings and opinion from different levels of audience to prepare the final product.
- vii) Producing a standard working document for the practitioners, policy makers as well program designers round the world.

And above all are to enhance partners and beneficiaries knowledge to protect rights and entitlement for most vulnerable socially excluded people.

b) Mode of work

The entire study will follow this proposed mode of work, i.e.

- i) Collecting and review literature related to the project's theme (5 theme two cross cutting issue)
- ii) Field research for review and reconstruction of the best practices and lessons learned (What worked well, what did not work and why)
- iii) Qualitative and quantitative data analysis (traditional social norms and behaviours, root causes towards gender equality in all aspects)
- iv) Triangulation and summing the findings (What worked to change attitude and practices of service providers to ensure services and policies for participants and to make government more responsive to the problems and challenges faced by most marginalized/ socially excluded/victims/violence survivors/ ethnic/d isable people to get services)
- v) Preparing theme specific evidence based working paper
- vi) Preparing summary paper and presentation
- vii) Final editing the document for formal publication

c) Role Clarification

The entire study will be done by external consultant with close coordination with Knowledge Management Unit, SMT and relevant technical personnel of MJF. The research methodology, questionnaire and entire planning have to be finalized with the above mention relevant personnel. MJF will provide technical support for coordination with all PNGOs of EPR Project.

Courtesy and acknowledgment should be given the donor UKaid, and MJF as well as relevant personnel, and partners. Recommended official logos have to be used in consultation of MJF KM Unit.

III. Process and Methodology

In order to achieve the stated objectives the consultant(s) shall consider the following:

- a) Desk review of any relevant reports, studies, publications, etc. This will include the EPR Project Proposal; Thematic papers, Thematic Baseline Reports.
- b) Review of existing M&E data stored
- c) Visit fields to observe, collect qualitative information and assess all approaches, interventions and activities under five thematic issues.
- d) The tools and methodologies should be finalised having concurrence from MJF's EPR Project technical team members.

IV. Composition of Consultancy Team

The consultant team needs to include a Gender Expert, a Child and worker rights Expert, Governance Expert, Persons with Disability Expert, ethnicity Expert.

V. Deliverables

1. The following deliverables are to be submitted to MJF:

- a) Work Plan including field visit + details of team composition + data analysis plan
- b) Methodology Plan + data quality assurance
- c) Semi-structured Questionnaire, manual/ detail guidelines & FGD check list
- d) Debriefings: The consulting team will debrief MJF EPR Project team on their findings, conclusions and recommendations using a PowerPoint presentation and any briefing materials required. MJF EPR Project team will provide feedback during the briefing meeting.
- e) Draft Report
- f) Detailed Final Report - standard fonts, line/paragraph spacing, paper size and margin. This must at a minimum contain:
 - i) Executive Summary;
 - ii) Introduction;
 - iii) Objectives of Study;
 - iv) Process how Study was conducted;
 - v) Sampling methodology for both quantitative and qualitative approaches;
 - vi) Geographical, theme wise and overall findings of review+ indicators matrix with FE data;
 - vii) Recommendations; and
 - viii) Conclusions
- g) Three (3) full sets in hardcopy (colour, if pictures or different colours used) Soft copy of full report, with all attachments (in MS Word & Excel v 2013)
- h) Data tables against the indicators by Theme.

VI. Level of Effort and Budget

The time frame proposed for the submission of the report is by no later than 31 January 2022. The level of effort is estimated to 50 days. Detail time breakdown will be set by the consultant in consultation with the EPR Project team in Dhaka, and PNGOs Project office over Bangladesh.

VII. Contract Supervision

a) The MJF point person will be responsible for:

- Coordinate site visit, key meetings, interviews, etc.
- Feedback throughout all phases of execution.
- Supplying the needed documents
- Approval of all deliverables (e.g. work plan, the draft final report and the final report).

b) The Consultant(s) are responsible for:

- Preparing a draft work plan;
- Preparing the report;
- Coordinating with the MJF Project team ;
- The day-to-day management of operations;
- Regular progress reporting to MJF;
- The production of deliverables in accordance with contractual requirements

VIII. Proposal

Detailed proposals are expected from interested firms detailing the 'methodology to be employed'; a 'detailed work plan with timeline'; and a 'detailed budget'. A detailed profile of the firm and consultants and bench marks of the survey teams to be engaged must also be provided. EPR Project brief, Base line and Quarterly Reports and selected publications will be provided to the selected consulting team and some are available on www.manusherjonno.org.

IX. Point of Contact

Once the contract is signed, the contact person at MJF is Marium ul Mutahara, Coordinator-Knowledge Management, Manusher Jonno Foundation. All queries should be directed to mariam@manusher.org

Annex: 1

Major Outcome of EPR Project: Enhanced access for poor and marginalized people to economic, social, political and legal rights and quality public goods and services.

Secondary Outcomes:

Outcome 1: Enhanced opportunities for women's economic empowerment

Outcome 2: Supportive environment for women and girls to resist violence and exercise voice, choice and control.

Outcome 3: Rights of vulnerable workers and working children protected and strengthened.

Outcome 4: Marginalized people are able to hold government to account.

Outcome 5: Youth and social cohesion.

Annex 2

Theme wise geographical information of working areas

SRWG:	Barguna, Dhaka, Dinajpur, Gaibandha, Jashore, Kishorgonj, Kushtia, Kurigram, Netrakona, Nilphamari, Panchagarh, Patuakhali, Sirajgonj, Mymensing, Jhenaidha, Joypurhat, Moulovibazar, Jamalpur, Narail, Sherpur, Takurgoan, Districts.
Tackling Marginalisation and Discrimination	Bagerhat, Dhaka, Gopalganj, Jashore, Khulna, Rangpur, Shariatpur, Satkhira, Lakshmipur, Nilphamari Districts.
Strengthening Public Institutions	Barishal, Bhola, Bogra, Barguna, Dhaka, Khulna, Lakshmipur, Magura, Rangpur, Sathkhira, Sherpur, and Tangail Districts
Decent and Safe Work	Chattogram, Dhaka, and Manikganj District
Ethnic People's Rights	Bandarban, Gaibandha, Khagrachari, Naogaon, Moulavibazar, Netrokona, Rangamati, and Sherpur Districts.
Protecting Working Children Rights	Barishal, Bhola, Patuakhai, Keraniganj, Cumilla, Dhaka, Gazipur, Jhinaidah, and Khulna Districts.
Rights of Persons with Disabilities	Dhaka, Manikganj, Chuadanga, Barishal, Chattogram, Pabna, Dinajpur, Norshindi, Damrai, Rajshai, Kaliakor, Mymensingh, Savar, Khulana and Sylhet Districts
Youth and Social Cohesion	Bagerhat, Chattogram, Dhaka, Dinajpur, Gaibandha, Gazipur, Rangpur, Thakurgaon, Satkhira, Sherpur, and Sylhet Districts.