

Terms of Reference (ToR)
Baseline Survey
of
Empowering Girls through Education (EGE) Project

1. BASIC INFORMATION:

Project: Empowering Girls through Education (EGE)

Project Period: October 2018 to December 2021

Funded by: Hempel Foundation

Action/Implementation Area: Rajarhat upazila (Kurigram district) and Madarganj upazila (Jalalpur district)

Thematic areas: Primary Education

Implemented by: Save the Children International, Bangladesh Country Program

2. INTRODUCTION:

Although Bangladesh has made remarkable progress in the education sector over the past decades, the situation for girls remains critical. Girls miss out on receiving quality education as they are found to have lower enrolment rates and higher dropout rates than boys. Bangladesh's net enrolment rate at primary school level increased from 80% in 2000 to 98% 2015. However, despite progress in widening access, high levels of dropout rate persist (19.2%) in primary schools according to the 2016 APSC report.

The national average enrolment and dropout rates mask regional differences as well as differences between boys and girls. In Mymensing and Rangpur divisions, which the proposed intervention will focus on, the dropout rate for girls are even higher at primary level. As part of the preparation for the project, Save the Children (SC) commissioned a Situation Analysis conducted by an external consultancy firm, which revealed that the estimated dropout rates for girls at primary level are 23% and 34% respectively in Madarganj and Rajarhat upazilas, and at the secondary level dropout rates are 36% and 40% respectively.

One of the primary reasons for girl dropouts is early marriage, which has an adverse impact on many aspects of their lives. According to the Demography and Health Survey (DHS) from 2014, 22% of girls are married by the age of 15 and 59% girls in Bangladesh are married before the age of 18. The Situation Analysis commissioned by SC furthermore found that lack of awareness, financial crisis and the absence of social safety and security were major causes of early marriage, whereby some parents feel compelled to start planning to marry off their girls of as soon as they reach puberty. Girl dropouts are also caused by unfavorable home and school environment for girl students and discouragement due to poor academic performance. The Situation Analysis found additional barriers for girls' education in Rajarhat and Madarganj to be poverty and a lack of inspiration and ambition to continue education.

Furthermore, the Situation Analysis illustrates that most children are first generation learners in these two upazila and in many cases their families are unable to provide sufficient support with homework. More than half of the girls in both upazilas struggle in Mathematics and English, and their average score in those subjects are around 40 - in Bangla, the score is 50 out of 100. Different perceptions of expected level of education for girls has been observed. Some parents dream to see their girls as university graduates while others are happy with primary level of education, which indicates lack of awareness of the benefits of educating girls and taboo about girl's education.

Sustainable Development Goal (SDG) 4 on Inclusive and Equitable Education recognizes the need to focus on education quality to ensure relevant, equitable and effective learning outcomes at all levels and in all settings. SDG4 also highlight that quality education necessitates, at a minimum, that learners develop foundational literacy and numeracy skills as building blocks for further learning, as well as higher-order

skills. It urges for Information and Communication Technologies (ICT) to be harnessed in order to strengthen education systems, knowledge dissemination, information access, quality and effective learning, and more effective service provision.

The EGE project has been designed in partnership with the Hempel Foundation to support the GoB's Primary Education Development Plan for quality education and to directly address the obstacles for transition of girl students from primary level to secondary school in Rajarhat (under Kurigram district) and Madarganj (under Jamalpur district). These areas are on the GoB priority list for uplifting the socio-economic conditions, especially for girls and women.

3. PROJECT OVERVIEW:

The overarching goal is to contribute to SDG4 and thereby ensure quality education and promote lifelong learning opportunities for all. This is also in line with the global strategy of the Hempel Foundation "Empowering Children to Learn" and Save the Children's global and country-level strategic focus on improved learning outcomes for all children through quality education.

The project will be implemented in 120 governments primary school of two upazillas (60 schools for each Upazila) under districts prone to river erosion and floods and where the most vulnerable population lives. These areas represent which are most deprived of basic education, health and water & sanitation services due to remoteness and natural calamities. These areas are most poverty prone which is declared by Government of Bangladesh. These two Upazila also have high early marriage comparing to other areas in the country. So 16,608 populations will get directly support from the project. The project areas are –

1. Rajarhat upazila of Kurigram district (Rangpur division)
2. Madarganj upazila of Jamalpur district (Mymensingh division)

The goal, expected outcome and indicators of this project are stated in the table below –

Goal/Outcome	Indicators
<p>Goal: Successful Transition of Girls from Primary to Secondary School</p>	<ul style="list-style-type: none"> • % of girls of grade V in the targeted schools, who complete primary education. • % of girls who actively participate in the EGE project who complete primary education. • % of girls actively participate in the EGE project who complete primary education and enroll into secondary school. • % of girls in the targeted areas who are married below the age of 18.
<p>Outcome 1: Girl students of grade IV and V achieve improved learning outcomes upon completing primary school.</p>	<ul style="list-style-type: none"> • Girls in target schools complete primary education with higher learning outcomes in Bangla, English and Mathematics.
<p>Outcome 2: Girls and parents/caregivers experience a positive change in perception on girls continued education.</p>	<ul style="list-style-type: none"> • % of targeted girls who are committed to complete secondary education. • % of targeted parents/caregivers actively support girls to enroll in and complete secondary education. • % of targeted parents/caregivers plan for their girl(s) to marry before completing secondary school.
<p>Outcome 3: Project methodology (girls' education, e-content, groups, coaching, linkages with</p>	<ul style="list-style-type: none"> • Revised e-content is available on government websites.

peers through virtual platform) is disseminated and applied.

- # of government initiatives (at district and national level) to promote girls continued education informed by experience from the project.

4. OVERVIEW OF BASELINE SURVEY:

The major objective of this study is to find out the current status of all the agreed indicators mentioned in logical framework (LFA). These will be essential findings for not only donor and SCI, but for the development forum in general to better understand and inform how EGE project managed to bring changes in the lives of in and out of school children. The baseline study will be conducted by an external Consultant to achieve the objective of the study. The external consultant will oversee the qualitative data gathering from and analysis of interviews and focus groups with children, parents, teachers, and relevant stakeholders to inform interpretation of the quantitative results and confirm preliminary conclusions.

The baseline will establish baseline values of indicators for intended objective and result against which future change can be measured. The specific objectives of this study are to:

1. To Set out the baseline value following the expected result and goal indicators of the project as stipulated in the log frame that will reveal the current situation of the children living in the targeted locations.
2. To assess the current education status of the children in the selected location.
3. To assess the attitude of parents, children, and others community members and supporting mechanism by the parent/community towards enrollment of girls in secondary education?
4. To assess existing facility (e.g internet connectivity speed) at school catchment area to ensure quality education.
5. To assess existing advocacy initiatives are taking place in local and national level to promote continuation of girls' education? To assess current scenario of ICT in education and facility at community to ensure education through ICT.
6. To explore an evaluation framework of the project based on baseline survey findings as well as used methodologies.
7. To work out the M&E plan based on the study findings align with logical framework.

4.1. Questions to be Explored

The following questions to be answered by Baseline survey includes in four fold:

A. Primary School (Girls and Teachers)

- What % of girls of grade V in the targeted schools who complete primary education (average of last 3 years)?
- What % of girls of grade IV promoted in grade V (average of last 3 years)?
- What % of girls dropped out in Grade IV (average of last 3 years) and what are the causes of drop out of girls from grade IV?
- What are the status of learning outcome of Grade IV and V girl's student in Bangla, English and Math? Mention the average scores for targeted girls in selected subjects (English, Bengali and Math) (average of last 3 years).
- What are the commitment of targeted girls to complete secondary education?
- What are the status of teacher training for quality education and gender awareness through the use of ICT?
- How they are applying their ICT knowledge and skills on girl's education?
- How teachers are supporting to girls for continue their education as well as improve learning outcome?
- What % of girls actively participated in and out of school activities to ensure their skill development?
- What % of (primary aged) girls in the targeted areas who are married below age of 15?

B. Secondary School (Girls and Teachers)

- What % of grade V completed girls enrolled in secondary school (last year)?
- What % of enrolled girls continue in secondary school (grade VI to grade VII)?
- How teachers are supporting to girls for continue their education?
- What % of (secondary aged) girls in the targeted areas who are married below age of 18?

C. Community (Parents/caregivers, Children, Local Elite)

- What are the attitude of parents, children, and others community members towards enrollment of girls in secondary education?
- What % of targeted parents/caregivers actively support girls to enroll in and complete secondary education?
- What type of support the parents are providing to create congenial environment for girl at house?
- How parents are supporting to girls for continue their education as well as improve learning outcome?
- What % of targeted parents/caregivers have plan for their girls to marry after complete of secondary education?
- What are the existing internet connectivity speed at school catchment area? Which service provider has best connectivity?

D. Government/CSOs

- What is the current scenario of e-Content being available on government websites?
- What is the government official's view (District, Upazila and Union Parishad) on ICT in education through virtual platform?
- What is the CSOs/Network/Partners understanding about ICT in education through virtual platform?
- How CSO/Network are initiating and or advocate to government for ICT in education through virtual platform?
- What advocacy initiatives are taking place in local and national level to promote continuation of girls' education?
- What is the view of Directorate of Primary Education (DPE), Access to Information (A2I) and MoPME officials to adopting EGE approach to improve learning outcome of girls (grade IV and V) through virtual platform?

4.2 Study Process

- Collect and assess the background information and data of Grade IV and V girl's children of the sampled schools;
- Assess the competence of Grade IV and V girl's children in English, Bangla and Mathematic according to SCI instruments;
- Conduct in-depth interview with Head Teachers and one assistant teachers from sample school, Upazila Education Officials and local government and also national level education officials for qualitative data collection;
- Compare the result of treatment and control schools which will be provided by Save the Children.

5. METHODOLOGY:

The consultant will prepare the detail methodology of this survey. However, the following should be noted (as example) while preparing the methodology. Following the project area, 120 government primary schools and their catchment areas of two Upazila Madarganj of Jamalpur and Rajarhat of Kurigram (60 from each area) will be considered as sample population. On the other hand, adjacent two Upazilas named Ulipur of Kurigram and Melandaha of Jamalpur will be considered as Control Upazila. Both qualitative and quantitative data will be collected from the stakeholders, administering various data collection tools. A quantitative cross sectional survey approach will be applied for this study. Data will be collected from treatment and control schools through face-to-face interviews, focus group discussions, KII and using electronic devices (tablets) and secondary documents review. For all studies, an additional 10% of children will be interviewed to measure inter-rater reliability. The consultancy firm will be asked to produce a detailed description of methodology to be followed in the study and also how data will be collected for measuring inter-rater reliability. Around 786 children will be randomly selected from 80 schools (40 EGE school and 40 Control school) in the baseline survey. 10 to 12 girls students will be selected in this way from each of Grade IV and Grade V. In total, data will be collected from 786 + 10% additional students, 393 children from Grade IV and 393 children from Grade V plus additional 10%. So total sample size will be around 900. Total sample size calculated by using STATA where alpha = 0.0500 (two-sided) and power = 0.8000. The tentative qualitative sample will be:

Method	Sample Size	Respondent
Focus Group Discussions (FGD)	30 (16 for EGE school, 14 for Control school) (8 for each EGE Upazila and 7 for each Control Upazila)	Parents/caregivers of Grade IV and V girls who have not sampled in this survey. 10-12 parents will participate per FGD
KII	30 (14 for EGE school area, 12 for Control school area, 2 for Upazila level and 2 for National level)	Head teacher and assistant teacher (10+8), local Elites (4+4), two Upazila Education officials, one DPE officials, one A2I officials
Document Review	Selected primary schools and adjacent secondary schools document and relevant study report	Respective Head teacher

The consultant will submit a proposal for this study. The proposal should cover the following –

- a) Technical details (sample size, methodology, quantitative and qualitative tools, checklist, etc.) for baseline study
- b) Financial details
- c) Work plan
- d) Proposed table of content of the final report
- e) Profile of the consultancy firm/ individual
- f) Printed copy of similar studies done previously

6. CHILDREN PARTICIPATION:

Unlike monitoring and reviewing, baseline survey is done at the starting time of the project to assess the current situation regarding log frame indicators. A participatory process enables the primary stakeholders to assess whether the situation of girl's education, and to suggest major changes in strategy and future work. The methods used should reflect the age and experience of the children involved in the baseline survey. To ensure child participation, EGE project prioritized on girl's children who is now in grade IV and grade V. They are mostly school going children who basically contribute to ensure rights of children. So the consultant team will use these resources to data collection from children specially from girls.

7. KEY MILESTONES:

Following are the key milestones of this exercise:

- Discussion on ToR
- Submission of draft proposal
- Finalization of the proposal
- Tools generation aligned with research questions in inception phase
- Field exercise
- First draft of the report
- Comments on the report from SCiBD
- Presentation of the findings for SCiBD team
- Final draft report submission and shared with member country
- Final baseline survey report

8. FINAL DELIVERABLES:

The following are the expected deliverables from the consultancy firm:

- Detailed timeline of the proposed work in inception phase
- Finalized tools and survey methodology
- Protocol for data collection
- Training of the field team
- Finalized data collection guideline
- Clean data sets with detailed data documentation (variable name, variable label, value label)
- Presentation of the key findings
- Submission of code book in English
- Final colorful report submission with executive summary of findings, details findings including evaluation framework of the project, proposed M&E plan based on logical framework, recommendations and any photos or visual images pertinent to the study – both hard and soft copies
- PowerPoint presentation of the final report (both printed and soft copy)

The Consultant team will analyze the data and prepare report with findings and implications for policy and programming. The report will have an executive summary. Report will also triangulate the existing secondary data or relevant studies for decision making of the EGE project.

9. TIMELINE:

The entire exercise to be completed within 45 working days (May 2019 to July 2019)

10. REPORTING AND SUPERVISION:

The consultant will report to Project Director - EGE of Save the Children in Bangladesh. The consultant will be supervised by Manager - MEAL, EGE project with support from Manager - MEAL, Education Sector and Deputy Director - MEAL, PDQ.

11. COMPETENCY OF THE CONSULTANT:

The consultant must have technical knowledge to conduct research, survey, evaluation and impact assessments etc. The consultant must be able to take a collaborative approach, as s/he will work closely with project staff, partner staff, and other stakeholders including children in this process.

- Post-graduate degree (Social Science, Statistics, Development Study or any other relevant discipline).
- Adequate knowledge about Education (ICT in education will be preferred) in Bangladesh.
- Significant professional background in conducting quantitative/qualitative surveys & research. One expert is required for statistical analysis.
- Previous experience in conducting similar work for international donors will be preferred.
- Strong liaison with government level stakeholders (MoPME, DPE, A2I, UEO etc.)
- Excellent analytical, interpersonal, communication and reporting skills.
- Excellent written and spoken English.

12. AGENCY'S ROLES AND RESPONSIBILITIES

- Prepare and submit a study proposal, including rationale, methodology, brief review of relevant literature, work plans and schedules for both quantitative and qualitative aspects of the assignment, review and feedback loops
- Finalizing the research tools after field/pilot test and feedback by first author; present to relevant stakeholders for technical feedback (SCiBD, SC Denmark, first author)
- Ensuring data quality and monitoring of field work, including checking for and correcting assessor errors as the data comes in
- Conduct inception meeting and exit meeting with staff and key stakeholders at the Save the Children office
- Prepare a pre-analysis plan before final analysis in consultation with first author
- Presentation of initial findings and implications to select audience (SCI & Partners)

13. SAVE THE CHILDREN ROLES AND RESPONSIBILITIES

- Share relevant documents about EGE, the research agenda, and previous reports or other relevant literature
- EGE project will share the list of school and beneficiaries for the study
- Facilitate agreements with the consultant team through the Procurement Unit
- Coordinate the relationship between the firm and the first author; country office will seek technical input as needed from technical staff at SC Denmark
- Monitor the process of the study from beginning to the end
- Provide comments and approve the study design including instruments, methodology and timeframe of the assignment
- Brief the consultancy firm/ consultant(s) about the purpose of the consultancy and the process
- Assist in the training of enumerators; provide technical guidance on analysing data according to norms at SCI.
- Accompany and observe the field team training session and data collection
- Review and provide feedback on all draft versions of the report

14. CONFIDENTIALITY:

All the deliverables e.g. reports, documents, information etc. produced by this exercise will be treated as the Save the Children property and the mentioned deliverables or any part of it cannot be sold, used or reproduced in any manner by the assigned organization / individual without prior permission from the Save the Children's EGE project.

15. CHILD SAFEGUARD POLICY:

According to the policy of the Save the Children the assignee will sign the 'Safeguard Policy' of the organization and during the contract period consulting firm will not violate any policy. In case of any policy violation of Save the Children 'Safeguard Policy' (if noticed) the contract will be automatically cancelled.

16. WITHDRAWAL/TERMINATION:

This agreement shall be effective between dates mentioned in agreement, unless otherwise earlier terminated. Save the Children may terminate this agreement with immediate effect on occurrence of any irregularities, anomalies relating to project implementation and non-compliance of any terms and conditions as agreed upon in this agreement.

In the event of a major natural disaster, war or major civil or political unrest this agreement may be renegotiated and jointly revised between the two parties recognizing any consequent change in the environment for implementation.

Interested individual consultant, may submit their technical and financial proposal along with CV and TIN certificate copy to the following email address: prosanta.roy@savethechildren.org. Application closing date: [June 19, 2019](#).
