

**TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT
(NATIONAL CONSULTANT)
FOR THE EMERGENCY MULTI-SECTOR ROHINGYA CRISIS RESPONSE PROJECT IMPACT EVALUATION**

TERMS OF REFERENCE (to be completed by Hiring Office)	
Hiring Office:	UNFPA Cox's Bazar sub-office, GBV in Emergency
Background	<p>Following the violence which started on 25 August 2017, in the Rakhine state of Myanmar, thousands of Rohingya ethnic people were displaced internally and some across the border into neighbouring countries.</p> <p>The Rohingya Refugee camps, like most other refugee camps, suffer from overcrowding, food insecurity, poor household economies and environmental risks owing to annual monsoon rains and cyclones. After the first positive COVID-19 case was confirmed in the Rohingya Refugee camps in May 2020, the crowded camp conditions became a concern for both the Rohingya Refugees, and humanitarian community and continue to remain so. Gender-Based Violence remains a serious protection concern for Rohingya refugee women and girls, according to incident reports, physical, and sexual violence, emotional abuse, denial of resources, and forced marriage are among the primary forms of violence frequently reported. (GBVIMS, 2020).</p> <p>The Rohingya GBV in Emergencies (GBViE) program focuses on response, prevention, risk mitigation, and community engagement initiatives to end all forms of violence against women and girls, boys, and men. As part of its global mandate to address gender inequalities and fundamental rights challenges, the United Nations sexual and reproductive health agency, UNFPA, leads GBV specialised and non-specialized partners to achieve three transformative results- end maternal death, end unmet needs for family planning, and end gender- based violence and all harmful practices. (UNFPA, 2020).</p> <p>Within this context, UNFPA with support from the World Bank (WB) initiated a 30-month project (2020-2022) entitled, Addressing Gender and Social Inclusiveness and Preventing Gender Based Violence through the Emergency Multi-Sector Rohingya Crisis Response Project (EMCRP). An agreement was signed to this effect on November 12th 2019.</p> <p>The EMCRP will focus on improving the socioeconomic condition & disaster resilience through the improvement of basic facilities and community services in the affected area for the refugee population, referred to as the Forcefully Displaced Myanmar Nationals (FDMN), by the Bangladeshi government. The project will also promote medium-term recovery and development of the Rohingya population by building on the on-going humanitarian assistance and disaster relief operations being implemented by UNFPA.</p>
Purpose of consultancy:	<p>The Overall objectives of the Impact Evaluation of Emergency Multi-Sector Rohingya Crisis Response Project (12 Nov 2019-5 March 2023) are to (i) help assess the relevance, efficiency, effectiveness, and sustainability of the project. (ii) broaden the evidence base for the design of succeeding initiatives to prevent and respond to GBV highlighting the progress and change against project output from a dynamic perspective iii) measure the individual, community and institutional level impact of EMCRP on Women, Men, Girls and Boys.</p> <p>Emergency Multi-Sector Rohingya Crisis Response Project strengthens the Government of Bangladesh systems to improve access to basic services and build disaster and social resilience of the displaced Rohingya population.</p>

	<p>Objective and Key Deliverables of EMCRP:</p> <p>The project provides GBV prevention and response and integrated SRHR services to women and men living in camps and immediate host communities focusing on young people, both boys, and girls, to empower them and improve their skills. Specifically, the project has three key deliverables:</p> <p>i) Situational analysis and development of a strategy for GBV prevention, ii) GBV response and prevention capacity building and service delivery iii) The deployment of A&Y programming for host and FDMN/DRP communities in appropriate spaces, including multi-purpose child and adolescent-friendly spaces and cyclone shelters (based on availability).</p> <p>The specific objectives of EMCRP Impact evaluation are as follows:</p> <ul style="list-style-type: none"> ● Provide an independent assessment of the relevance, effectiveness, efficiency and sustainability of UNFPA and its implementing partners in achieving the expected outputs and outcomes set forth in the Emergency Multi-Sector Rohingya Crisis Response Project. ● Draw key lessons from the implementation of the Emergency Multi-Sector Rohingya Crisis Response Project and provide a set of clear and forward-looking options leading to strategic and actionable evidence-based recommendations for future GBV programme designing for any succeeding initiatives. ● Assess the result and M&E framework, pros/cons of approaches and strategy used in the project.
<p>Scope of work:</p> <p><i>(Description of services, activities, or outputs)</i></p>	<p>Under the overall supervision of GBV in Emergency Team leader, the international consultant will lead the ECRMP IMPACT Evaluation process, methodology development, data analysis, and report.</p> <p>Under the overall guidance of the GBV Program Specialist, a EMCRP Impact Evaluation National Consultant will be hired to work directly with the EMCRP Impact Evaluation International Consultant.</p> <p>The Consultant will work with the international consultant and conduct the following tasks: information gathering with local stakeholders, interviews, focus group discussions, interpretation, translation, and data collection. The Consultant will work in close collaboration and coordination with the GBVIE UNFPA team to align with best practices in terms of data collection and information management, to obtain introductions to partners and key informants, and to ensure the “do no harm” approach as part of the study.</p> <p><i>More specifically, the consultant will fulfil the following purposes:</i></p> <ul style="list-style-type: none"> ● Analyse the achievement of the project against expected results at the output and outcome levels under the EMCRP from November 2019 to March 2023. ● Carry out field visits and meetings with key informants. ● Collect & analyse quantitative and qualitative data from diverse stakeholders in line with the approved project Results Frameworks & the project M&E framework; Document quantitative and quantitative results against all project indicators. ● In addition to the indicator results, gather and consolidate additional data and information (qualitative and quantitative) to provide evidence of project accomplishments within each activity area and address all agreed upon evaluation on questions

- Document the facilitating and constraining factors for the EMCRP, as well as lessons learned; and
- Produce the IMPACT report of the EMCRP project , including recommendations for any future activities and adjustments to current initiatives
- Assess differences in implementing partner effectiveness and their most significant contributing factors
- Based on the evidence and analysis, draw conclusions about the project's overall achievements, lessons and contribution to the protection impact. Prepare a comprehensive report with a set of implementable recommendations for immediate & medium term goals as well as future direction.

The specific responsibilities of the national consultant are as follows:

- Support the overall evaluation process in close coordination with UNFPA and IPs GBV in emergency experts;
- Support the development of the methodology, the tools for data collection and reporting templates and get them endorsed by UNFPA.
- Support the data collection process (both primary and secondary)- and its analysis.
- Draft the initial report and share it with the UNFPA team and IPs for validation. Present the key findings to UNFPA Cox's Bazar sub-office and relevant stakeholders during an in-country stakeholder validation workshop, and incorporate feedback received into the final report.
- Submit the final report to UNFPA.

In line with the Organization for Economic Co-operation and Development's (OECD) Development Assistance Committee (DAC) evaluation criteria, the following preliminary evaluation topics and questions should be included

Overall Impacts

- What has happened as a result of the **EMCRP**?
- What behavioural and social norm changes have occurred among Women, Girls, Men, and Boys?
- What institutional changes have been achieved in GBVIE and GBVIE-SRHR integration service centres?
- What are the intended and unintended results of the project since 2019?
- What are the positive and negative, primary and secondary short, mid, and long-term effects produced by the project?

Relevance

- Was the **EMCRP** relevant and appropriate to a Rohingya and Cox's Bazar host community context?
- Did the project take into account the actual needs of the Rohingya and Cox's Bazar host communities, especially the women and girls?
- Does the project respond to Local, national, and international priorities?
- Do the project stakeholders and target groups find the project useful and important for their needs?
- Is there synergy between the project interventions and interventions by other humanitarian partners? Or, do the project interventions complement projects by other humanitarian partners?

Efficiency

- Are the interventions conducted and objectives achieved in a cost-efficient manner by the project?
- Is the relationship between input of resources and results achieved appropriate and justifiable?
- What was the timeliness of inputs (technical assistance, capacity building activities including training, equipment, etc.)?
- Did the project activities overlap and duplicate with similar interventions?

Effectiveness

- How did the inputs and activities lead to the outputs and outcomes?
- To what extent have the expected results and planned outcomes been achieved?
- What are the key factors influencing and/ or not influencing the achievement (s)?
- What was the intervention coverage — were the planned geographical area and target group successfully reached?
- What were the achievements in terms of preventing and responding to GBV in an emergency?

Sustainability

- Is the project likely to have lasting results after project termination?
- Are the positive effects sustainable?
- How is the sustainability or the continuity of the intervention and its effects to be assessed?
- To what extent does the intervention reflect on and take into account factors which, by experience, have a major influence on sustainability like economic, social and cultural aspects?
- Are stakeholders ready to continue supporting or carrying out project activities?
- How sustainable are the innovative initiatives piloted?
- Did the project design include strategies to ensure sustainability? Were the strategies used from the beginning of project implementation? Was there an adequate strategy for capacity development?

Implementation Process

- Were roles and responsibilities amongst stakeholders clearly identified?
- What kinds of implementation problems have emerged and how are they being addressed?
- How has technical assistance been provided and what was the quality of the technical assistance?
- What are the project's strengths and weaknesses?

Cross Cutting Aspects

- To what extent did the project employ approaches such as the human rights-based approach and Survivor centred approaches in the design and implementation of the interventions?
- Did the project have strategies aiming at the participation of all targeted groups, and particularly those who are marginalised (PWDs, Older persons, socio-ethnic minority groups, environment and climate change, Gender Diverse Populations etc.)? How effectively have the strategies targeting the above mentioned groups been implemented and were they relevant and successful?
- Have the measures for empowering the less autonomous groups been taken, what was the outcome?
- How did the project take into account the specific needs and strategic interests of

	<p>men and women? To what degree was the participation of men/women instigated?</p> <ul style="list-style-type: none"> Has the Project monitoring system-integrated age, gender and diversity disaggregated data? 												
Duration and working schedule:	<p>Starting from 15th January to 5 March 2023 35 working days</p>												
Place where services are to be delivered:	<p>The consultant will be stationed at UNFPA Cox's Bazar sub-office. UNFPA will facilitate logistical support for the consultant. There will be field travel missions during the consultancy to the EMCRP targeted Rohingya camps and Cox's Bazar host communities</p>												
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	<p>The EMCRP IMPACT Evaluation is expected to begin on 15th January 2022 and will continue until March 5th 2023. A consultant is expected to collaborate to produce the following deliverables:</p> <ul style="list-style-type: none"> An approved inception/design report including (as a minimum) <ul style="list-style-type: none"> Evaluation Matrix, including the final list of evaluation questions and the data corresponding evaluation criteria and indicators Overall evaluation design and methodology, with a detailed description of the data collection plan for the field phase Debriefing presentation document (Power Point) synthesising the main preliminary findings, conclusions, and recommendations of the evaluation to be presented and discussed with the GBViE team at the end of the field phase. A draft final evaluation report, followed by a second draft that incorporates comments/inputs from UNFPA A Power Point presentation of the results of the evaluation for the in-country stakeholder validation workshop An approved final evaluation report (with annexes) based on comments expressed during the in-country stakeholder validation workshop An evaluation brief, i.e., a 2-3-page summary of the key evaluation findings, conclusions, and recommendations <table border="1"> <thead> <tr> <th>Deliverables</th> <th>Timeline</th> <th>Disbursement of payments</th> </tr> </thead> <tbody> <tr> <td>Inception report outlining desk review, the data collection plans and methodology</td> <td>Within 2 weeks of start date</td> <td>30%</td> </tr> <tr> <td>First draft of report incorporating UNFPA feedback</td> <td>Within 5 weeks of start date</td> <td>30%</td> </tr> <tr> <td>Final draft report incorporating the inputs from the validation workshop and evaluation brief.</td> <td>Within 7 weeks of start date</td> <td>40%</td> </tr> </tbody> </table>	Deliverables	Timeline	Disbursement of payments	Inception report outlining desk review, the data collection plans and methodology	Within 2 weeks of start date	30%	First draft of report incorporating UNFPA feedback	Within 5 weeks of start date	30%	Final draft report incorporating the inputs from the validation workshop and evaluation brief.	Within 7 weeks of start date	40%
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Monitoring and progress control, including reporting requirements, periodicity format and deadline:	<p>The national consultant will work in close cooperation with the GBViE Team of UNFPA and other units as well, as and when needed. The consultant's progress will be monitored with the following milestones</p>												


	<ul style="list-style-type: none"> ● A desk review report and final data collection and analytical framework is shared with UNFPA within two weeks of signing the contract ● Data is collected and analysed maintaining ethical protocols. ● Quality standards maintained as per UNFPA policy and procedures ● Key findings are submitted and discussed with the UNFPA team ● Validation Workshop conducted with the report incorporating the first round of input from UNFPA ● Feedback from the validation workshop is incorporated into the report. ● The final report complete with a summary evaluation brief is produced and submitted by 25th of March 2023.
Supervisory arrangements:	The overall supervision and strategic guidance to the consultant will be provided by the UNFPA Head of sub-office. However, she/he/they will be under the direct supervision and day-to-day guidance of the GBViE programme Specialist.
Expected travel:	The consultancy will be based in Cox's Bazar. However, s/he will travel to camps and Cox's Bazar host community to meet with EMCRP implementing partners, key stakeholders and target community, especially women and girls.
Required expertise, qualifications and competencies, including language requirements:	<p>The consultant must offer the following demonstrated experience:</p> <p>Education:</p> <ul style="list-style-type: none"> ● Advanced degree from a recognized academic institution in development studies, social science, public health, human rights, gender equality and/ or GBV related field. <p>Minimum Qualifications:</p> <ul style="list-style-type: none"> ● Advanced degree with specialisation in areas such as sociology, anthropology, systems design, project monitoring and evaluation, gender, law/human rights, international relations, and/or other related social science disciplines. ● At least two years of specialised experience conducting international humanitarian field assessments; experience in the fields of GBV and SRH is essential. ● Demonstrated experience of designing and/or managing similar systems ● Experience coordinating and liaising with government counterparts and other stakeholders, including NGO and affected communities. ● Excellent understanding of human rights based approach. ● Practical experience conducting research and developing analytical and lessons learned documents in the humanitarian field. ● Capability to deliver results on time, even under stressful situations. ● Proven communications and interpersonal skills, IT literacy, as well as organisational skills and time-management. ● Fluent oral and written English communication skills. ● Fluent in the local languages spoken by Rohingya and the host community. <p>Required Competencies:</p>

	<ul style="list-style-type: none"> • Demonstrates commitment to GBV principles, and data management protocols, standards, and values; • Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability; • Shares knowledge and experience; • Knowledge and ability to deliver quality products in high-stress or short-deadline situations with excellent organisational skills. • Strong interpersonal skills, ability to coordinate and synchronise work with people of diverse cultural backgrounds, consensus building, team working and consortium dynamics. • Demonstrates excellent communication skills; • Provides helpful feedback and advice; and • Knowledgeable about issues of human rights, gender, population, and statistics and policy research in general. • Excellent team player, able to work on own initiative and work as part of a team. • Flexible and responsive to changes as part of the review and feedback process.
Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:	The consultant will be stationed at UNFPA Cox's Bazar sub-Office. UNFPA will facilitate logistical support for the consultant. The selected consultant will work closely with GBV in the emergency team, and other unit (SRHR, A&Y, Humanitarian, M&E, Communication, Nexus, and operation) relevant technical staff of the UNFPA
Payment Instruction :	The payment will be made against the approved deliverables in line with the initially agreed timelines. UNFPA will pay consultancy fees according to UNFPA's policies and procedures and as per the contractual agreement with the consultant.
COA	Project Code: BGD10GRR Fund Code: BGA02 Activity Code: TAIN24GB028
<p>Signature of Requesting Officer in Hiring Office: Kathryn Castillo</p> <p>Date: 03-Jan-2023</p> <p style="text-align: right;">DocuSigned by: <i>Kathryn Castillo</i> 806D90860658489...</p>	
<p>Endorsed by: Kishor Palma</p> <p>Signature of Admin Associate, UNFPA Cox's Bazar Sub-Office.</p> <p>Date: 03-Jan-2023</p> <p style="text-align: right;">DocuSigned by: <i>Kishor Palma</i> 503CAB31CC034C4...</p>	
<p>Endorsed by: Roselidah Raphael</p> <p>Signature of Head of Cox's Bazar sub-office. NA</p> <p>Date: 03-Jan-2023</p> <p style="text-align: right;">DocuSigned by: <i>Roselidah Raphael</i> EEC1EDB1991E434...</p>	
Endorsed by: Peter Matinga	

Signature of IOM UNFPA Bangladesh.

03-Jan-2023

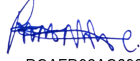
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Approved by: Peter Matinga

Representative, UNFPA Bangladesh a.i.

Date: 03-Jan-2023

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