
TERMS OF REFERENCE

External independent interim evaluation of the project:

“Improving the health and nutritional situation of refugees in Cox's Bazaar and contributing to the peaceful coexistence of refugee and host communities”

Malteser International is seeking to hire a consultant team for the interim evaluation of the German government-funded project “Improving the health and nutritional situation of refugees in Cox's Bazaar and contributing to the peaceful coexistence of refugee and host communities”, implemented by Gonoshastaya Kendra (GK).

Background Information and Rationale

Malteser International is the relief agency of the Sovereign Order of Malta for humanitarian aid. With over 100 projects annually in some 28 countries throughout Africa, Asia and the Americas, MI provides emergency relief after disasters and support recovery efforts with a focus on sustainable development. Malteser International has been supporting local partner organizations in Bangladesh since 2017 and supports and advises Gonoshastaya Kendra by the implementation of a comprehensive health program in Cox's Bazar. MI is looking for an evaluation for following project:

Project: “Improving the health and nutritional situation of refugees in Cox's Bazaar and contributing to the peaceful coexistence of refugee and host communities”.

Project Period: 16.10.2018 – 31.10.2021

Project Budget: 3,653,795 Euro

Donor: German Government (German Federal Foreign Office - AA)

Project Objective: Improving the health, nutritional and psychosocial situation of the refugees and supporting the host communities through health education in schools.

Expected Project Results:

1. Access to medical services and psychosocial support is ensured by three established and functional health stations 6 days a week in three communities of the refugee camps.
2. Provision of nutritional services for undernourished people.

3. Strengthening the health component in schools in neighboring host communities.
4. Strengthening the administrative, technical and management capacities of the local partner organization.

Objective of the Evaluation

This evaluation has been planned with the purpose to evaluate the project design and implementation especially for learning. The teams of Malteser International and the local partner Gonoshasthaya Kendra will use the results of the evaluation to improve the project activities in the upcoming phases. Moreover, this evaluation will be used to demonstrate accountability to donors and beneficiaries. It will be presented to the German Federal Foreign Office for reporting matters.

Expected Outcome

The evaluation team should take into consideration the ALNAP Guide “Evaluating Humanitarian Action using the OECD-DAC Criteria”. The evaluation will focus on:

Relevance and Appropriateness

- Has the project design and implementation been appropriate to meet the needs and priorities, especially concerning health, community outreach and nutrition, of the target groups, especially vulnerable groups?
- Are the activities tailored to local needs, increasing ownership, accountability and cost-effectiveness?

Connectedness

- How did the project adapt to the volatile context in Cox’s Bazar?
- Did the activities ensure that the humanitarian intervention in the camps are connected to the crisis of the host communities?
- What efforts have been made to ensure that the approach used in the project are participatory and creating ownership in the host communities? How have these efforts been monitored?

Coherence

- Has the project design and implementation been coherent with policies of the Government of Bangladesh, the ISCG and the Joint Response Plan for Rohingya Response?

Efficiency

- Have project funds been used in a cost-efficient way? Have inputs been converted into outputs in a cost-efficient way?

- Were the resources allocated in the different sectors justified and adequate to reducing health, outreach and nutrition related vulnerabilities of the target communities?

Effectiveness

- Have the planned results been achieved and lead to the intended outputs? How did women, children, elderly, persons with disabilities and other vulnerable groups benefit from the results?
- Which project activities have had the greatest positive effect, and which had the least effects? Are there any activities that should have been included in the action but were not?
- What level of participation did the project services manage to generate among the beneficiaries?
- Was the established partner supporting and monitoring system adequate to provide oversight and steer the implementation?

Outcome/Impact

- What is the cumulative effect of the operation in relation to the situation of the beneficiaries in general (including positive, negative, primary and secondary effects generated by the action, directly or indirectly, intended or unintended)?
- What are the wider effects of the operation on individuals, different population groups, communities and institutions?
- Were cross-cutting issues (e.g. gender, protection) adequately taken into consideration in the set-up and implementation of the project?

Conclusions and Recommendations

- Main conclusions drawn from analysis with evidence provided during interviews, focus group discussions, field visits and observations; key observations on the strengths and weaknesses of the project design, implementation processes, monitoring tools, cooperation with local stakeholders, best practices and lessons learnt as well as cross-cutting issues shall be taken into account.
- A set of recommendations linked to the conclusions that would provide guidance to MI and GK for the continuation of the project in Cox's Bazar.

Evaluation Methodology

An independent international or national consultancy team / consultant (in case of international consultancy, at least one national evaluation facilitator needs to be contracted). The selected consultant team will receive all relevant documents from Malteser International for desk study at least 10 days prior to the start of the evaluation in the field. The evaluation team will conduct a 12-day field assessment in Cox's Bazar which will include visits to selected target communities/population as well as interviews and/or conduct focus group discussions with staff members, beneficiaries of the project activities, target groups, and other stakeholders such as:

- a) Management, project and field staff of the partner organization GK working for the project
- b) Malteser International project staff working in Cox's Bazar
- c) Outreach Rohingya volunteers
- d) Individual beneficiaries such as Rohingya representatives, Rohingya project beneficiaries and patients, host community, villagers, teachers, village leaders, and religious leaders.
- e) Government health care providers, especially Upazila health complex, civil sergeant office Cox's Bazaar, RRRC health unit.
- f) Local authorities (Camp in Charge - CiC, Upazila Nirbahini office, Upazila Education office, Union Parishad, and officials from other relevant government departments)

In coordination with Malteser International, the consultants will elaborate a list of the specific meetings they wish to conduct and communities and health facilities to be visited during the field assessment to allow for the related administrative and logistics arrangements (e.g. accommodation, transport, travel authorizations) and schedule of appointments. Malteser International will provide transportation of the consultant team from Cox's Bazar to the camp location, host communities and further to the target villages as well as provide translation services (from the Rohingya language to Bangla) whenever necessary. A briefing meeting with representatives of Malteser International is foreseen in Cox's Bazar in order to finalize the organizations and participants of the evaluation. A joint debriefing session/review workshop will be held in Cox's Bazar before departure.

Timeframe

The evaluation is expected to take place during November and December 2020 with the following timeframe:

Sl. No.	Activities	Required days
1.	Preparation and desk study, preparation of Interview and FGDs questions and guidelines, team coordination	3 days
2.	Joint review workshop with Malteser International and Partner in Cox's Bazar,	1 day
3.	Small scale Piloting, and finalize the interview and FGD questions and guidelines	1 day
3.	Key Informant Interviews with the Secondary Stakeholders	5 days
4.	FGDs and Interviews with the Primary Stakeholders (Rohingya and host communities)	7 days
5.	Debriefing/review workshop in Cox's Bazar	1 day
6.	Data analysis and Report writing	7 days
Total days		25 days

Reporting

Key deliverable will be a consolidated evaluation report. The final report will consist of the following three parts:

- 1) Executive summary (standalone character, max. 5 pages)
- 2) Main report focusing on the questions raised in this ToR under the headings (relevance, efficiency, effectiveness, outcome/impact, connectedness, coherence, conclusions and recommendations, max. 30 pages)
- 3) Annex of main supporting documents, agenda, maps, interview guidelines, questionnaires etc.

As part of the process, the evaluation team will submit the following documents:

Before leaving the field:	A debriefing note (3-5 pages) which will contain a summary of main findings and recommendations to MI and GK. The debriefing note/summary will be discussed during the debriefing session/review workshop in Malteser International's Program Office in Cox's Bazar
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| 3 weeks after departure from the field: | 1) Draft report (electronic version, max. 30 pages and Executive Summary (max. 5 pages) in English to Malteser International's Program Office in Cox's Bazar and HQ in Cologne |
| 2 weeks after feedback from Malteser: | 2) Final report (electronic version, max. 30 pages and Executive Summary (max. 5 pages) in English to Malteser International's Program Office in Cox's Bazar and HQ in Cologne |
| 1 week after submitting the final report: | 3) All the field documentation, including interviews and FGDs findings in written or recorded, and pictorial materials should be submitted to Malteser International's Program Office in Cox's Bazar |

The consultant/s will be responsible for paying any VAT, TAX and Insurance incurred due to this consultancy.

The report and all background documentation will remain the property of Malteser International and will be promulgated as appropriate by Malteser International.

Required Expertise

Essential:

- Demonstrated capacity and experience (at least 5 years) in evaluating development and/or humanitarian projects, preferably in the South Asian context
- Technical knowledge and experience in the following fields: Health, Mental Health and Psychosocial Support (MHPSS), and Sexual and Reproductive Health and Rights (SRHR); WASH; Nutrition; and Protection.
- Fluency in English (spoken/written)
- Experience in working with (local and international) non-governmental organizations
- Understanding of Bangla language is required and understanding of *Chittagonian* language would be an asset (one person from consultancy team)
- Foreigners applying from Bangladesh must possess a valid working visa
- Demonstrated oral and written communication skills
- Demonstrated cross-cultural skills

Desirable:

- Previous work experience in Bangladesh and knowledge of the Bangladesh-Myanmar border context
- Familiarity with Health Care, WASH, Nutrition and Protection projects in fragile and complex humanitarian environments
- Previous experience working with Rohingya refugees
- Sound understanding of Age, Gender and Diversity inclusion

Tenders

Bids must include:

- 1) Maximum 5 pages outline covering: a) understanding of the proposed evaluation; b) overall approach and framework proposed for evaluation; and c) methodologies that will be applied.
- 2) CV(s) and evidence/references of past evaluations.
- 3) Work plan and proposed budget for the evaluation covering consultancy fees, travel to Cox's Bazar and per diem. The budget should present consultancy fee costs according to number of expected working days over the entire period.

Bids should be submitted *electronically* to Malteser International by the closing date of 19 October 2020 to:

Monira Ahsan, Partner and MEAL Manager (Cox's Bazar) at

monira.ahsan@malteser-international.org

Rajan Ghimire, Partner Program Coordinator and Country Director at

rajan.ghimire@malteser-international.org

Cox's Bazar, 07.10.2020