Gender Equality and Women Empowerment program phase III(GEWEP III)

Terms of Reference for Midterm Evaluation/Research 2022-2023

# Background

CARE is a humanitarian non-governmental organization committed to working with poor women, men, boys, girls, communities, and institutions to address the underlying causes of poverty. CARE seeks to contribute to economic and social transformation that empower the most vulnerable women and girls.

GEWEP III (2020-2024) is a Norad-funded program that aims to improve gender equality among 1.2 million women and girls in 9 program countries: Afghanistan, Burundi, Democratic Republic of Congo, Mali, Myanmar, Niger, Rwanda, Palestine, and Jordan. The goal is expected to be achieved through interventions in five outcome areas: Women Economic Empowerment, Norm Change/Engaging Men and Boys, Strengthening Civil Society, Sexual Reproductive Health and Rights and improving Resilience. The results monitoring of the first two years of the program leads to the needs to better understand the effectiveness of various approaches used in the program countries and to find out if there are common factors that influence the results, positively or negatively, across geographical areas. Due to the need to limit the scope of the evaluation, we had chosen to concentrate this study on two outcome areas that are shared by most of the countries in the program. These are the outcomes related to Engaging men and boys in gender equality and outcome related to strengthening civil society with a special focus on women-right and women led organizations.

# Purpose and Scope of the evaluation

The main purpose of this research is to increase the understanding of factors that affect achievements of two outcome areas in GEWEP: Engaging Men and Boys in gender equality and Strengthening Civil Society. Learning is expected to lead to better implementation and results for GEWEP and better design of any future programs that have the two outcomes in their goals.

This TOR covers research at two a country-level and a global synthesis level. Both level of evaluations will be implemented by external evaluators.

**Country-level Evaluation/Research (CE)**

The Country-level Evaluation refers to an evaluation undertaken in six GEWEP program countries: Afghanistan, Burundi, DRC, Mali, Niger and Rwanda. The CEs share research questions and approach as described this TOR.

**Global Synthesis Evaluation/Research (SE)**

The Global Synthesis Evaluation analyzes findings from six country-level evaluations. SE will identify common factors that influence the outcomes based on evidence in these countries. SE evaluator will also have a role to advice and coordinate the processes of CEs.

**Geographical coverage**

The evidence will be gathered in the six program countries that share the global result framework of GEWEP, namely, Afghanistan, Burundi, DRC, Mali, Niger and Rwanda.

The *observations* in each country should be drawn from all geographical areas that the program implement to ensure representativeness of the observations.

Communication and Reporting Plan

The evaluation findings will be disseminated to donor, program stakeholders, and the public. The following table outlines the expected types of communications to be produced from the evaluation reports. The country offices are encouraged to translate the report or excerpts of the reports into the languages that are suitable to relevant readers/stakeholders in the countries.

Communication and Reporting Plan

|  |  |  |  |
| --- | --- | --- | --- |
| **Communication Format** | **Purpose of Communication** | **User** | **Timing** |
| Synthesis Evaluation report, Summary sheets including follow-up plan. | Contract between CN and Norad | Norad | 30.06.2023 |
| SE reports  CE reports | Learning and improvement of the current and future programs | Partners in the program | As soon as reports are finalized, and translation is ready. By 30.06.2023. |
| Digital publication, presentations, or other formats that are appropriate. | Increased the body of knowledge | Partners in the program  CARE international  Stakeholders outside the programs. | By 30.12.2024 |

# Evaluation Questions

The research questions are divided into two independent sets of questions, one on Engaging Men and Boys, and one on Civil Society Strengthening. It is recommended that Country-level evaluation separates the two sets of questions into two TORs and carry out two research projects separately since the two requires different methodologies and expertise. It is advice to limit the questions asked to these questions to reduce the risk that the studies become too large and unfocused.

1. **Questions related to Engaging Men and Boys (EMB)**
2. Does the EMB, as implemented in your GEWEP program country, prioritize specific areas of results? (such as wife-beating, women’s ability to earn own income, men helping with housework and childcare, women’s SRHR decisions, specific harmful practices, etc.). If yes, what are the prioritized issues? If more than one issues are covered, does the program use different ways to address different issues, or does it include several issues in the same messaging? What are these? Are there evidence to believe that certain issues achieve better results than others?
3. Does exposure to EMB activities make a difference in men and boy’s attitudes towards gender norm? (using Gender Equitable Men (GEM) tool to measure differences between non-exposure and exposure groups).
4. What are the main factors that encourage or discourage men and boys to endorse gender equality or positive masculinity?
5. Are there unintended impacts, connected to EMB activities that the program should be aware of? Are these recorded by the program? How does the program address negative unintended impacts?
6. Are there other methodologies used in other projects/organizations with similar goals that GEWEP should learn from?
7. **CSO Strengthening**
8. In which way has the civic space improved or deteriorated since 2020 in the country? Address minimally these areas:
9. Ability of CSOs to access information
10. Ability of CSOs to engage in dialogs with the authorities
11. Ability of CSOs to express disagreements
12. Ability of CSOs to join together to express views
13. Ability to register and work
14. How have changes above affected Women Rights organizations and Women-Led organizations (see CARE’s definitions)?

Are organizations led by women affected differently than organizations led by men?

Do Women Rights organizations, Women-Led organizations, and other types of CSOs use different strategies to adjust to or cope with the changes, and how relevant and efficient are these strategies?

1. How does GEWEP program play a role to increase the civic space, especially for Women Rights and Women-Led organizations/networks/movement/alliance? What do these actors think of the current and potential roles played by GEWEP program?
2. Are there methodologies used in other projects/organizations with similar goals which GEWEP should learn from?

# Approach and methodology

Country-level Evaluation: The external evaluators for the CE will be responsible for carrying out the evaluation/research in countries, with facilitation from CARE country offices and CARE Norway. The Synthesis external evaluator will be involved in coordination with country teams.

Synthesis Evaluation: The external evaluator for the SE will be responsible for creating analysis across country findings with facilitation from CARE Norway.

The two sets of research questions listed above are best carried out by two separate teams of researchers at country level as they require different methodologies and involve different groups of respondents/sources of information.

Below are general recommended methods

1. EMB

|  |  |  |
| --- | --- | --- |
| Research Questions | Recommended methods | Sources |
| 1 | Interview of relevant informants.  Review of program documents. | Partner organizations, participants in the projects, program documents |
| 2 | Interview using GEM (Gender Equitable Men Scale). Randomized those who had and had not been exposed to EMB.  Check significant difference between the two groups.  Can be supplemented by qualitative method. | Male participants and counterfactual group. |
| 3-4 | Additional questions to respondents under item 2. | Same as above |
| 5 | Interview key informants in other NGOs that work with EMB issues in the country | Other NGOs, secondary sources |

1. CSO

|  |  |  |
| --- | --- | --- |
| Questions | Recommended methods | Sources |
| 1 | Interview CSOs in the country, and relevant key informants  Review literatures on this issue | CSOs, researcher  Relevant literatures |
| 2 | Interview Women rights organizations/alliance and organizations led by women. | WRO, Women-Led organizations (not only GEWEP, but broadly) |
| 3 | Ask additional questions to 1 and 2 above | Same as above |
| 4 | Interview relevant experts, other organizations and women right / women led organizations | Other NGOs, experts, secondary sources |

# Deliverables

**Country level report**

Inception report

ForCE level, *Inception Reports* which cover method of data collection and analysis shall be presented to CARE for inputs and approval prior to the commencement of data collection. The inception report provides concrete details of steps to be taken by the evaluators, including methods of randomization, sample size, population size, method of replacement, copy of questionnaires, method of identifying counterfactual group, method to test significant difference between data from EMB and counterfactual group and the list of informants.

Adjustments of data collection methods during the data collection must be well documented and major adjustments should be approved by CARE and SE evaluator.

Final report

Use the attached format as guideline for Final Report (CE).



The annex of the report includes

1. Final TOR
2. Final survey questionnaires, interview guides

The external evaluator is accountable to maintain the requirements for the content, format, or length of the final report, overall quality, and approved timelines. The contract will be a deliverables-based contract, and final payment will be contingent on receiving the agreed deliverables in their final versions at acceptable quality standards.

# Data Disclosure and Management

The external evaluator should deliver at the end of the assignment:

* All data that are compiled are submitted to CARE country offices.
* In the case of tabular datasets, variable names and variable labels should be clear and indicative of the data under them. Additionally, the labelling convention must be internally consistent, and a full codebook/data dictionary must be provided.
* Dataset, especially on EMB, must be anonymized with all identifiable information removed. Each individual or household should be assigned a unique identifier.
* All temporary or dummy variables created for the purposes of analysis must be removed from the dataset before submission. All output files including calculations, and formulae used in analysis will be provided along with any Syntax developed for the purposes of cleaning.
* The external evaluator will be responsible for obtaining all necessary permissions, approvals, insurance, and other required permits needed for data collection. These include required permits related to data collection from human subjects, including necessary ethical review board approvals and health and accident insurance for evaluation team members.
* When in doubt, consult [CARE USA Responsible Data Management Guidelines - February 2021](https://careinternational.sharepoint.com/:b:/r/sites/Global-MEAL-Hub/Shared%20Documents/Responsible%20Data/CARE%20USA%20Responsible%20Data%20Management%20Guidelines%20-%20February%202021.pdf?csf=1&web=1&e=qlzzFj)

**Synthesis Level report**

There will not be Inception report process for Synthesis level. The format will be similar to the country level report, gearing towards readers who are outside GEWEP such as donors and the public. The length should not exceed 30 pages. Exact design will be made by the evaluator in collaboration with CARE Norway.

# Roles, Responsibilities, and the Evaluation Timeline

During data collection and analysis, the primary roles of CARE program staff and any implementing partner with direct stake in the project, are as informants and reviewers. They may review and provide comments on data collection tools, instruments, and all other deliverables before they are finalized.

The following tables delineates the key roles and responsibilities of CARE Staff and consultant, including milestones.

|  |  |  |
| --- | --- | --- |
| **Unit/Organization Responsible** | **Activity** | **Deadlines** |
| CN | TOR draft circulated | 5 Sep 22 |
| CN | Get TOR approval from donor | 25 Sep 22 |
| CO (CE), CN (SE) | TORs for CE and SE finalized | 5 Oct 22 |
| CO, CN | Recruitment process |  |
| CO (CE), CN (SE) | Consultants contracted | 25 Nov 22 |
| CE consultants  SE consultant, CN, CO | Present Inception Report  Inputs and approved | 15 Dec 22  25 Dec 22 |
| CE Consultants implement evaluation  SE consultant coordinates.  COs provide list of units for sampling and facilitate logistic needs. | * Develop operational design and plan * Develop tools, database, questionnaires * Recruit and train enumerators * Field data collection * Analysis * Report writing |  |
| CE Consultants | Present first draft CE report to CARE | 5 Mar 23 |
| CO, CN, SE consultants | Inputs to CE draft | Within two weeks after receiving |
| CE Consultants | CE reports finalized | 5 April 23 |
| SE consultant | Synthesis report first draft | 5 May 23 |
| CO, CN | Inputs to SE draft | Two weeks after receiving |
| SE consultant | Synthesis report finalized | 15 June 23 |
| CN | Report submitted to Norad | 30 Jun 23 |
| CO, CN | Dissemination | 2023-2024 |

CN: CARE Norway, CO: Care Country Office, CE Country Level Evaluaiton, SE Synthesis Level Evaluation

# Required Responses to Terms of Reference

**Proposal requirement**

Interested consultants who meet the requirements below should submit a proposal that includes the following

* CV of principle investigator and team members. (highlight relevant experiences based on the information in this TOR )
* Proposed Methodology and work plan.
* At least one sample of previous relevant reports where the lead consultant was the principle writer/investigator.
* An email addresses of two references to whom the consultant had earlier delivered work to.

**Financial Proposal**

Provide detailed costs for the period of the contract. This should include all costs associated with the evaluation/research including professional fees of all persons involved, as well as other relevant costs. Provide total amount inclusive all costs.

Proposal for SE should be sent to [waranoot.strand@care.no](mailto:waranoot.strand@care.no) by 30 September 2022.

**Profile of Consultants**

**Synthesis Evaluation (Recruited by CARE Norway)**

Has strong research skills and experience on both quantitative and qualitative methodologies as well as secondary data research.

Able to deliver within the given timeframe.

Excellent writing skills in English (French understanding is an advantage).

Proven consultancy with international NGOs or similar institutions.

Knowledge on the topics of investigation is preferred, particularly on behavior/norm change and civil society roles in development.

Country level evaluation (Recruited by Care Country Offices)

EMB

Knowledge and experience on quantitative survey design, and statistical analysis, local culturally and language knowledge related to gender norms. Experience leading large surveys, sampling, database/data registration design.

CSO

Excellent knowledge about CSOs and overview of CSOs situation and political context in a given country, with good understanding and expertise on Women Rights and Women-Led organizations. Skills in qualitative data collection and analysis.

Proven consultancy with international NGOs, donors, or research institutions, particularly in related issues.

Experienced as a principle/lead investigator of a team.

Good writing and presentation skills (language English and/or French or only English)

Proven history of delivering quality products on time.