

Terms of Reference

Consultancy to conduct a Baseline Study for PAHAL- The Initiative in India

1. Background

Restless Development is a global agency for youth-led development. We support young people to demand and deliver a just and sustainable world for all. We work to make sure young people have a voice, a living, sexual rights and are leaders in preventing and solving the world's challenges. We listen to young people, our work is led by young people and together we help young people make lasting change in their communities and countries.

In India, Restless Development is registered as Student Partnership WorldWide India Project Trust (SPWIPT). Restless Development delivers programmes in Bihar, Jharkhand, Rajasthan, Odisha and Delhi at present. During the last 6 years, we reached out directly to over 1,500,553 young people across these states. Restless Development works through the model of young volunteers and youth led networks that lead and deliver transformative change.

2. Project Description: PAHAL-The Initiative

PAHAL - The Initiative is a five year programme, that is being implemented in Hiranpur block located in Pakur district, Jharkhand, India. The programme aims to create gender equitable and child marriage free communities where girls participate more in decisions that affect them, including regarding marriage; through the following interconnected outcomes:

1. Children from the programme area (especially girls) have improved access to education and retention
2. Households, communities, schools and young people are supportive of children's (especially girl's) aspirations
3. Joint CSOs action leading to an accountable and responsive child protection mechanism

Enhancing the agency of children, especially girls so that they are able to make decisions that affect them, including marriage was identified as part of a Child Rights Situational Analysis (CRSA) exercise done prior to programme implementation. During this phase, Restless Development conducted extensive desk research, consultations with children in the implementation district and interviews with stakeholders such as parents, local leaders and civil society actors to identify the key issues and child rights violations, on which the intervention is based.

The programme will achieve the desired outcomes and goal through interconnected strategies and activities that follow an ecosystem approach with the child at the center:

1. Enhancing the retention of girls and boys in schools in the targeted region by directly influencing the continuation of children in the schools. This will be done through supplementing the database of vulnerable students mapped during the CRSA

exercise (as part of baseline), developing a partnership with education officials, schools administration, communities and Panchayat with a motive that 'no child drops-out of school' in the post COVID-19 scenario.

2. Working with parents, teachers and other community stakeholders such as Panchayat leaders/ ASHA workers/ *sahiya* to change attitudes and behaviour related to child marriage so that they are increasingly aware of the harmful impact of child marriage and alternatives available. This will be supplemented by youth-led community mobilisation and campaigns to shift negative attitudes and perceptions around gender and child marriage.
3. Creating community-led mechanisms on child safety and accountability as well as by creating and supporting a network of organizations supporting children in demanding accountability leading to Panchayats establishing Child Protection Committees and declaring itself as "Child Marriage Free" regions.

2.1 Programme Summary

Programme Name	PAHAL - The Initiative															
Programme Location	30 villages and hamlets in 5 Panchayats (Dangapara, Mohanpur, Dhowadanga, Hathkathi and Jabardaha) located in Hiranpur block, Pakur district, Jharkhand, India.															
Geographical Location	Eastern India															
Programme Start Date	1st October, 2021															
Programme Duration	5 years															
Programme Outcomes	<p>The programme envisions an ecosystem approach, with outcomes targeting children, households and community members and development actors such as civil society organisations and decision makers to achieve positive change:</p> <ul style="list-style-type: none">1. Children from the programme area (especially girls) have improved access to education and retention2. Households, communities, schools and young people are supportive of children’s (especially girl’s) aspirations3. Joint CSOs action leading to an accountable and responsive child protection mechanism															
Target Population	<table><tr><th colspan="4">Direct Reach</th></tr><tr><th>Target Groups</th><th>Male</th><th>Female</th><th>Total</th></tr><tr><td>Children (10-17 years)</td><td>1,385</td><td>1,534</td><td>2,919</td></tr></table>				Direct Reach				Target Groups	Male	Female	Total	Children (10-17 years)	1,385	1,534	2,919
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	Parents (mother's groups, SHGs)	1,000	1,500	2,500
	Teachers	17	9	26
	PRI (VLCPC) /ASHA, Sahiya	22	8	30
	District level Forum of CSOs	10	2	12
	Indirect Reach			
	Target Groups	Male	Female	Total
	Community Persons /other parents	1,500	1,500	3,000
	Community Youth	1,250	750	2,000
Evaluation Type	Baseline Study			
Baseline Study Duration	20th January, 2021 - 31st March 2021			

3. Purpose of the Evaluation

This is a baseline study; it is expected that the results of the study should establish the current status and information about the project indicators and the targeted beneficiaries. These results will be documented in terms of objectively measurable indicators so as to allow comparison with the final status and information about the same indicators and the same target group at subsequent evaluations of the project.

The purpose of the baseline is to provide a benchmark against which project performance can be measured. Restless Development has clearly defined its targets and indicators in its Logframe; therefore a baseline survey is necessary to benchmark indicators for each of the targets set.

The study will therefore generate both quantitative and qualitative information on the current status of the key project indicators with the strongest statistical rigour. The information provided in the report needs to clearly state the source of data in all instances and should be clear as to how calculations are made so that they can be replicated annually, at evaluations and any other point of time over the life of the project.

3.1 Evaluation specific objectives and key questions

In order to fulfil the purpose outlined above, it is expected that the consultant will collect and analyse various data needed for the programme objectives. This list is only indicative of the types of information needed, and it is highly likely that there will be other informational objectives outside of this list to consider.

The baseline study will be conducted in 5 Panchayats under one block (Hiranpur) in Pakur district under the following specific objectives:

1. To map all the children in the implementation Panchayats including children under the age of 10.
2. To Collect and analyse data to establish benchmarks for indicators stipulated in the project Logframe; particularly in relation to:
 - Enrollment levels and dropout rates in targeted schools as a consequence of COVID-19 induced lockdown,
 - Baseline understanding of children on their rights, gender roles and discrimination and other child rights violations,
 - Community support with respect to education (particularly girls')
 - Community perception of child marriage
 - Child marriage and physical violence rates in implementation sites.
3. To provide a sound basis for appraising, and where required revising, the project design.
4. Provide specific, actionable and practical recommendations for focusing on key sectors during project implementation.

Please refer to this link for the programme [Results Framework](#).

4. Scope and Methodology

The consultant is expected to suggest an appropriate evaluation methodology in respect to the objectives of this evaluation and recommendations below. The consultant will submit a proposal for developing: sampling procedures, data collection, data analysis and presentation to Restless Development for approval.

4.1 Methodology

Since the Baseline will be heavily oriented towards gathering benchmarks for indicators, there will be a strong reliance on quantitative data, however qualitative data will also be gathered to strengthen understanding of and verify quantitative indicators.

4.2 Data Collection

The Baseline will gather data from both primary and secondary sources. Data collection tools will be developed in collaboration with Restless Development. It is expected that the consultant will draw on a range of Restless Development resources.

Data collection methods will include, but are not limited to the following:

1. Document Review
2. Focus group discussion with target groups
3. Key informant interviews
4. Inclusion of tools established by Restless Development.

5. Key Deliverables and Timeframe

The consultant will deliver the following under the expected timeframes:

S.No	Deliverable	Description of expected deliverable	Timeframe
1	Inception Report in English	An inception report must be prepared by the consultant before going into the technical mission and full data collection stage (to include among others, consultant's understanding of what is being evaluated, plans and timelines for the evaluation exercise, revised data collection tools, evaluation report format)	30th January 2022
3	Presentation of preliminary thoughts in English	Consultant(s) must develop and deliver a presentation of preliminary thoughts in English to the responsible team in Delhi - containing preliminary thoughts as debriefing of the data collection process.	10th February, 2022
4	Draft Evaluation Report in English	Consultant(s) must submit a draft report for review and comments by Restless Development and all parties appointed by Restless Development. The report needs to meet the minimum requirements agreed on during the inception report. .	4th March, 2022
5	Final Evaluation Report in English	Relevant comments from Restless Development and its key stakeholders must be well integrated in the final version, and the final report must meet the minimum requirements specified in this TOR. Consultant(s) must accompany the final report with appropriate versions of the report in any appropriate format, for dissemination among various levels of stakeholders as well as share the raw and cleaned data collected.	11th March, 2022

6	Impact Brief	A 2 pages impact brief consolidated in a template that will be provided by Restless Development.	20th March, 2022
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6. Responsibilities of Restless Development

Restless Development will carry out the following tasks in support:

- Mobilize selected respondents for the interviews
- Provide lists and contact information for respondents
- Contribute to the development of the approach and Evaluation questions
- Approve final tools before execution
- Verify quality of data/ information availed
- Review draft and final reports/ plans

7. Reporting

The Senior Monitoring, Evaluation Research & Learning Manager (MERL) is the main person responsible and will ensure that the programme is achieved as planned. Therefore, the Consultant will report to the MERL.

The size of the report should be approximately 40 pages. (Excluding annexes), clearly written in English, using Roboto 11 point. Restless Development's brand guidelines will be shared with the selected candidate.

The evaluation report should consist of:

- Executive summary and recommendations not more than six pages;
- Main text, to include index, context, Restless Development mandate, evaluation methodology, commentary and analysis addressing evaluation purpose and outputs to include a section dedicated to the issue of particular lessons-learning focus, conclusions (not more than 35 pages)
- Appendices, to include evaluation terms of reference, maps, sample framework and bibliography

All material collected in the undertaking of the evaluation process should be lodged with the Senior Manager prior to the termination of the contract.

The preferred Consultant by Restless Development will have to sign a confidentiality document that will ensure that all information obtained from the Organization is not shared with any other parties during and after the assignment.

8. Compliance with Restless Development Procedures

The consultant will ensure due diligence in compliance to Restless Development Standard Operating Procedures (SOPs) and protocols for quality assurance. The Consultant (including his/her team) will sign the Restless Development's Child protection protocol before commencing data collection. The involvement of the practitioners (staff and community representatives) at all stages of this assessment is preferred.

9. Profile of the Consultant

Restless Development invites applications from consultants able to demonstrate the following skills, knowledge and experience. This consultancy is expected to be developed by a national consultant(s) (with support of a translator/interpreter if necessary). The senior evaluator will be responsible for undertaking the evaluation from start to finish and for managing the evaluation team (if any) under the supervision of the Restless Development MEL Unit, for the data collection and analysis, as well as report drafting and finalization in English.

The qualifications and/or specialized knowledge/ experience required are:

- Evaluation experience at least 5 years in conducting external evaluations, with mixed-methods evaluation skills and having flexibility in using non-traditional and innovative evaluation methods.
- Advanced degree in relevant disciplines such as Gender Studies, Sociology or related disciplines.
- Expertise in gender and human-rights based approaches to evaluation and issues of girls' education, child rights and child rights violations.
- Strong leadership and management track record, as well as interpersonal and communication skills to help ensure that evaluation is understood and used
- Strong knowledge of qualitative and quantitative analysis.
- Strong English report writing skills and a track record of producing high quality publications (at least one of them should be shared with Restless Development to verify the quality of her/his work).
- In-depth knowledge of gender equality and women's empowerment
- A strong commitment to delivering timely and high-quality results, i.e. credible evaluation and its report that can be used
- Good interpersonal and communication skills in English and Hindi, and an ability to express ideas and concepts concisely and clearly to ensure that the evaluation is understood and used.

10. Timeline

This consultancy is planned to be completed in 45 working days; from 20th January, 2022 to 23rd March, 2022. The detailed break-up of timelines will be discussed with the successful consultant during the induction meeting.

11. Budget

The total budget for this consultancy is INR 1,50,000 (taxes, consultant(s) expenses and qualitative data collection included).

12. How to apply

Offers must include:

- Name, address and telephone number of the consultant/ Team leader.
- Consultant(s) CV
- A list of the previous studies/researches developed by her/him, including the link to be able to review them (if this is already included in the CV, it wouldn't be necessary to attach it separately).
- Technical offer/ Expression of Interest
- Financial proposal (consultancy fees).

Restless Development reserves the right to reject any or all proposals without providing any reason and has no obligation to accept any offer made. Furthermore, proposals not strictly adhering to the conditions may not be considered by Restless Development, whose decision on the matter shall be final.

The above documents must be sent to jobs.india@restlessdevelopment.org with the subject line: Baseline Study of PAHAL - The Initiative by 4th January, 2022.