

Term of Reference Midterm Evaluation Prevention+

1. Background

Since 2016, Rutgers is the lead organisation for Prevention+. Prevention+ is a five-year multi-country programme that addresses the root causes of gender-based violence by focusing on men as agents of change and promoting healthy masculinities based on equality, caregiving, and non-violence. Prevention+ is funded by the Dutch Ministry of Foreign Affairs, and is being carried out in Indonesia, Pakistan, Uganda, Rwanda and MENA countries. Prevention+ is funded under the FLOW (Female Leadership of Women) budget and runs from 2016-2020. More detail of Prevention+ programme can be downloaded on <https://www.rutgers.international/programmes/prevention-programme>.

Prevention+ has now reached its half-way mark and requires a Mid Term Evaluation (MTR) to take place in Pakistan that will assess the achievements thus far, and the contribution that Prevention+ Pakistan has made to reaching those achievements. For this purpose, the Rutgers Pakistan is looking for engaging consultant(s) to conduct the MTR as per following Terms of Reference.

2. Objectives of the MTR Pakistan

During the first semester of 2018 a mid-term review (MTR) of the Prevention+ programme in Pakistan will be conducted in order to provide insight into the progress of the and to inform strategic decisions on the way forward in the remaining two years of the Prevention+ programme. The review is will pave the way for improved programme delivery for the remaining duration and will propose amendments and recommendations in programme design, implementation arrangements and/or institutional linkages in order to effectively and sustainability contribute to the objectives of the Prevention+. The MTR is an opportunity to build on the Prevention+ Pakistan programme's existing monitoring and evaluation plans, to review the Theory of Change and main assumptions in the original and country proposal.

The mid-term review needs to answer the overall guiding question:

- In the remaining life of the Prevention+ programme, what changes should be made to the programme design and implementation to maximize the programme's expected impact and outcomes by end 2020.

The MTR needs to address the following objectives:

- To assess country programme progress and gaps towards the achievement of the 5-year goals and targets and reflect on assumptions in the country Theory of Change (TOC).
- To inform country programme 2019-2020 planning by illuminating aspects of the programme that may be underperforming or lagging behind, and opportunities to build on existing achievements. For example, the MTR findings may demonstrate that an intervention is not

effective at achieving specific outcomes, and the partner may decide to adapt or redesign the intervention.

- To gather information to assess and strengthen country programme strategies for sustainability, institutionalization and scale-up.

3. Key Focus Areas

The mid-term review Pakistan will assess the following areas:

- The country programme progress, strengths, weaknesses, including:
 - Progress towards achieving outputs
 - Progress towards achieving outcomes
 - Progress towards sustainability, institutionalization and/or scale-up
- Assessment of financial expenditure

Each area and sub-area has a set of guiding questions. *These guiding are leading for the structure of the mid-term review on the whole.* See Annex I.

4. Scope of Work and Deliverables

The Evaluation's findings and recommendations will be thoroughly discussed with the Rutgers Pakistan and program partners during and also at the end of the MTR. The Consultant (s) will complete and submit a draft final report in English. The Lead Consultant will finalize the report in the light of comments/suggestions of stakeholders. The key outputs of the MTR are:

- (a) Inception Report: consisting of tools/instrument that will be used in data collection, data collection plan, analysis plan, and report outline format;
- (b) Carry out desk review programme documents (proposal, narrative & output reports 2016-17)
- (c) Facilitate & conduct 2 days review session with programme partners staff (arranged by Rutgers)
- (d) Conduct 18-20 In-depth Interviews with government representatives, alliance members, programme team at national/provincial/district level
- (e) First draft of report: consisting of key finding from desk review, In-depth interview, and review session (including preliminary recommendations) at national level;
- (f) Second draft of report: consisting of consisting of key finding from desk review, In-depth interview, and review session (including preliminary recommendations) at Provincial/District Level, including analysis result of whole findings and plan of analysis of financial aspects of the program;
- (g) All data (both primary & secondary) related to the study
- (h) Final Reports: covers the whole of findings, analysis, conclusion and recommendation that refer to guiding questions and objective of MTR. This also include annexes of changes of the program documents to provide clear understanding of program progress.

The report should be in English, logically structured, contain evidence-based findings, conclusions, lessons and recommendations, and should be free of information that is not relevant to the overall analysis. The report should respond in detail to the key focus areas described above. It should include a set of specific recommendations formulated for the program, and identify the necessary actions required to be undertaken, who should undertake those and possible time-lines (if any). Program stakeholders will provide comments on the Draft Report, and the Lead Consultant will finalize the report in view of these comments.

The structure of the final report is pre-set by the Prevention+ programme management. See Annex II

Facilitation for the Consultant: Senior Programme Officer, Planning, Monitoring, Evaluation and Research will be the focal person for this assignment and will maintain close liaison with the selection consultant for quality assurance.

For presenting and discussing the draft final report interactively, the consultants will facilitate a one-day concluding workshop for the program stakeholders.

5. Background Documents

- Programme Document (proposal, workplan & result chain)
- Outcome measurement framework
- Outcome measurement result of some indicators
- Financial report of program activity
- Concept of MTR developed by Rutgers NL and Pakistan
- Program Annual Progress Reports 2016 and 2017 (quantitative and narrative)

6. Methodology

The Consultant(s) will adopt a consultative and participative approach. This will include field visits to program sites and meetings with communities/program direct beneficiaries/government bodies at district/provincial/national level. The program sites include Multan, Jacobabad, Karachi to collect first-hand information¹. The MTR will start with a meeting at Rutgers Country Office and conclude with a debriefing meeting with Rutgers and other program partners.

7. Proposal Submission

Rutgers is seeking a proposal that will include following content not more than five-page:

- Technical section: Proposed analysis flow, outline of reporting, timeframe & workplan

¹ The consultants will discuss and finalize the data collection tools and success indicators in consultation with Senior Programme Officer, PMER - Rutgers.

- Financial proposal: including break down of consultancy fee including all applicable taxes.
- Link to your completed report from other consultation work
- Profile of firm/company including CVs of key team members.

8. Consultant/Firm

The consultant/firm/company (registered firm will be preferred) applying for this assignment must have:

- Post graduate degree in Social Sciences, Public Health, Gender Studies, International Development, Community Development or related field
- 08 years' experience in carrying out similar studies and documentation of findings in a well-articulated report and at least 03 years in Gender/Men engage in humanitarian contexts in Pakistan
- Experience with both qualitative as well as quantitative evaluation methods e.g. in-depth review sessions.
- Proficiency in English and Urdu languages is required
- Excellent report writing, content editing skills and formatting skills are the must for producing presentable deliverable

Submissions must be received through ground mail **at Office Address Plot 3A, Street 7, Ibn-e-Sina Road, Rabbani Market, G-10/2, Islamabad by 5 PM on 15th March 2018**. All tender submissions will be evaluated on the basis of a technical and financial assessment. The following evaluation criteria and weighting will form the basis of tender research:

- a) Technical: 60%
- b) Financial : 20%
- c) CV/Profile: 20%