

Consultant Terms of Reference:

Towards Gender-Responsive and Empowering Education for Refugee Girls and Boys in the West Bank and Gaza (TOGETHER)- Baseline Study

Right To Play Palestine

June 2019

1.0 RIGHT TO PLAY

Right To Play International

Right To Play is a global organization committed to improving the lives of children and youth affected by conflict, disease and poverty. Established in 2000, Right To Play has pioneered a unique play-based approach to learning and development which focuses on quality education, life skills, health, gender equality, child protection and building peaceful communities. With programming in over 20 countries, Right To Play transforms the lives of more than one million children each week using play and sports, both inside and outside of the classroom. In addition to our work with children, Right To Play advocates with parents, local communities, and governments to advance the fundamental rights of all children.

Right To Play is headquartered in Toronto, Canada and has been operational in Palestine since 2002. To learn more, visit us at: <https://www.facebook.com/RighttoPlay.organization.Palestine/>

Towards Gender-Responsive and Empowering Education for Refugee Girls and Boys in the West Bank and Gaza (TOGETHER) Project

Right To Play Palestine is launching a new project in collaboration with Global Affairs Canada (GAC) 'Towards Gender-Responsive and Empowering Education for Refugee Girls and Boys in the West Bank and Gaza' (TOGETHER) Project which will work towards improved, safe, supportive and gender-responsive education for girls and boys in grades 1-9 enrolled in every United Nations Relief and Works Agency for Palestinian Refugees in the Near East (UNWRA) school in West Bank and Gaza. This will be achieved by i) integrating gender-responsive play-based learning into teaching practice by primary teachers; ii) equipping girls and boys to respond to



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and overcome conflict and violence (including gender-based violence) by building the capacity of school counselors and physical education teachers to deliver gender-responsive play-based psychosocial support activities; and iii) improving the response of school officials, UNRWA staff, mothers, fathers caregivers and community members to address the gender-based education needs of girls and boys. Collectively, these efforts will create safe and supportive learning environments and more equal and inclusive learning opportunities for Palestinian refugee girls and boys.

Ultimate OUTCOME	Improved quality of education children, especially girls, enrolled in UNRWA schools in West Bank and Gaza
Intermediate OUTCOMES	<ul style="list-style-type: none"> • 1100 Increased integration of gender-responsive play-based learning by primary teachers into teaching practice • 1200 Improved resilience of girls to respond to and overcome conflict and violence, including gender-based violence • 1300 Improved response of school officials, UNRWA staff, mothers, fathers, caregivers and community members to gender-based education needs of girls and boys, and GBV
Target Geographies	West Bank and Gaza
Target Beneficiaries	<p>Primary Schools: 275 in Gaza (117 boys' schools, 69 girls' schools, and 89 co-ed schools) and 95 in the West Bank (41 boys' schools, 30 girls' schools, and 24 co-ed schools)</p> <p>Children: In total, 123,752 children (52% F) will be reached by primary teachers (grades 1-4, 50,748 children aged 6-9), school counselors (16,320 children aged 10-13) and physical education teachers (grades 5-9, 56,684 children aged 10-13) across both the West Bank (43,302) and Gaza (80,450).</p> <p>Teachers: 1,325 (860 F) primary teachers (800 in Gaza and 525 in West Bank), 370 (115 F) PE teachers (275 in Gaza and 95 in West Bank)</p> <p>School counselors: 136 (81 F) (64 in Gaza and 72 in West Bank)</p>
Full Project Timeline	March, 2019 – 2024
Baseline Study Timeline	July 1, 2019 – October 30, 2019

2.0 PURPOSE OF THE CONSULTANCY

The objective of this consultancy is to establish project starting points and benchmarks/indicators that will form the basis for developing a strong monitoring and evaluation framework. This will lay a critical foundation for measuring change, understanding the project's contribution to achieving this change, and drawing lessons for future direction and project development.



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For this purpose, the project is currently seeking a consultant and/or consultancy firm to design and implement the baseline study of the TOGETHER Project. Specifically, the consultant and/or consultancy firm will:

- Conduct a comprehensive review of existing TOGETHER project, monitoring, and evaluation documents, including the performance measurement framework and inherent theory of change, and measurement tools. If needed, propose adjustments that will strengthen the measurement framework so as to assure conceptual validity from the baseline, that will feed into the regular Monitoring exercises until final evaluation
- Design and conduct a baseline study in collaboration with the Right To Play staff while developing the overall approach and methodology
- Design and/or revise existing data collection methodology and tools to be used during baseline study and for further M&E use throughout this project.
- Provide recommendations and plans for integration of data collection tools and/or other required data sets necessary for the project M&E and final evaluation
- Produce a comprehensive report based on the baseline data establishing baseline values and accurate current status in line with the expected project Impact and outcome indicators

3.0 SCOPE OF WORK:

1. Prepare an **evaluation plan** outlining the approach/methodology to be employed in executing the assignment and a detailed plan for the baseline with:
 - Timeline/schedule of activities
 - Sampling requirements and framework (determine sample size for intervention and comparison areas)
 - Detailed methodology of how to collect, triangulate and summarize the primary and secondary data of both quantitative and qualitative (if needed, develop data quality protocols to guide data collection/entry for Right To Play field staff, including spot checking protocols)
2. **Revise and identify the final baseline indicators** and assumptions from the project logframe and/or any other relevant M&E planning tool (proposed revised version)
3. Take a lead role in developing/revising/adapting and piloting various **data collection tools** (both qualitative and quantitative) to be used for the baseline as per the agreed methodology, including pre-testing or piloting of tools for linguistic and cultural appropriateness



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4. Actively participate in regular meetings with Right To Play staff from Palestine and RTP's Global Monitoring, Evaluation and Learning Team, consulting on research plan/methodology/timeframe, discussing results and findings and agreed recommended follow-up actions
5. Depending on the consultant's and/or consultancy firm's evaluation plan, collaborate and coordinate with RTP field staff and travel to project locations to manage data collection process, providing support, supervision and monitoring of data collection and storage. This includes ensuring the credibility of field data collected by interviewers
6. Compile a comprehensive **first draft baseline report** based on the field research findings according to format agreement upon with Right To Play staff
7. Prepare and submit final baseline report to Right To Play staff in Palestine and RTP's Global Monitoring, Evaluation and Learning Team, including:
 - PowerPoint presentation with summary findings for formal presentation to key stakeholders
 - Conduct de-briefing meeting at the Right To Play Palestine office
 - Copies of original and cleaned data sets including any field notes, as well as annexes of processed results tables and copies of all final data collection tools used (with all levels of disaggregation, including geographical areas breakdown) are to be submitted to Right To Play Palestine office with the final report

4.0 METHODOLOGY

The baseline will utilize both qualitative and quantitative methods to collect data ensuring in-depth analysis of status of project Outcomes and indicators. Data collection methods will include document review of project and organizational documents including the TOGETHER Project Proposal and Right To Play's current data collection tools. All data collection methodology should be in line with child safeguarding principles.

The baseline will be conducted in the communities where the project is being implemented. The consultant/ firm will be supported by the Right To Play field staff in arranging logistics for meetings with key stakeholders; RTP will guide the review of the consultant inception write up and draft baseline draft report.

The consultant and or consulting firm will be expected to travel to the TOGETHER Project locations in West Bank and Gaza that are chosen based on samples sizes.

DURATION OF THE ROLE



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The baseline survey will be conducted between July 1, 2019 to October 30, 2019. Specific level of effort for the consultant and/or consultancy firm will be based on the agreed work plan that will be finalized with the contract.

5.0 KEY DELIVERABLES AND TIMELINE (NEGOTIABLE AND TO BE FINALIZED WITH RTP STAFF)

DELIVERABLE	DETAILS	DEADLINE
1. Right To Play Consultations and document review	<ul style="list-style-type: none"> Initial consultations will begin this week and extend throughout the duration of the planning period Review/develop evaluation framework, analysis framework and sampling frameworks 	July 1st-25 th 2019
2. Submission of Inception Report	<ul style="list-style-type: none"> Evaluation Plan :Methodology/Sampling/Data Collection Tools including Basic Information Sheet 	August 8 th 2019
3. Fieldwork (Data Collection) Plan Completed	<ul style="list-style-type: none"> Fieldwork logistics and schedule (i.e. in Excel) Fieldwork manual including data collectors' training guide 	August 15 th 2019
4. Data Collectors Training Completed	<ul style="list-style-type: none"> Data collectors training agenda Data collectors' training report 	August 15 th to 25 th 2019
5. Data Collected	<ul style="list-style-type: none"> Cleaned, raw data in two formats: Excel and a stats software format (e.g. SPSS or STATA) if possible 	September 18 th to 30 th 2019
6. Validation workshop	<ul style="list-style-type: none"> Consultation with key stakeholders for revision and validation of findings 	October 5 th to 10 th 2019
7. First Draft Baseline evaluation Report	<ul style="list-style-type: none"> Revised data analysis framework document Excel spreadsheets, or SPSS/Stata scripts with clear, easy to understand notes Draft baseline report 	October 15 th 2019
8. Final Baseline evaluation Report	<ul style="list-style-type: none"> Final country report Final summary PPT Updated PMF (with baseline figures). 	October 25 th 2019

The above timeline is negotiable and subject to change based on consultation with Right To Play, Country and Regional staff.



6.0 QUALIFICATIONS

- A consultant/consultancy firm/group with at least 5-15 years of experience in the research and/or evaluation field, including experience in quantitative and qualitative data collection, analyzing quantitative and qualitative data, and report writing;
- Extensive experience creating measurement frameworks, refining indicators, and creating measurement tools for education focused programs and especially teacher training
- Extensive experience managing and designing evaluation studies in diverse contexts (e.g. Middle East and Palestine context, with children and young people, in remote settings, etc.);
- Proposed team should include consultants with minimum of 5 yrs. experience working in monitoring and evaluation on a) gender integration in education including specific knowledge on gender-based violence and; b) child-centered teaching methodologies.
- Proposed team should include consultants with minimum of 5 yrs. experience in life skills measurement and behavioural change measurement, youth psycho-social wellbeing;
- Experience using participatory methodologies and following OECD-DAC principles for evaluation and measurement;
- Proposed team is to include consultants with relevant degree in social sciences, international development, statistical sciences, Psychology, Education or another related field;
- Excellent skills and experience with data analysis using statistical computing tools (Excel, SPSS, STATA, NVIVO);
- Proficiency in Arabic and in English

7.0 PROPOSAL APPLICATION SUBMISSION

Interested organizations are requested to submit proposals including the following documents:

- Cover letter including the consultant's/firm's suitability for the assignment and current contact information
- CV including contact details of 2 referees. If the lead consultant is planning to recruit enumerators in Palestine to support the data collection from various sites, data entry and dataset development, please state this in your application and if possible provide details (cost, expertise, expected role of each consultant, etc.)
- Include 1-2 samples of previous evaluation work
- Detailed response to TOR, with technical proposal with specific focus addressing the purpose and objectives of the assignment, methodology to be used and key selection criteria (max. 2 pages)



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- Financial Proposal: Detailed budget breakdown based on expected daily rates and initial work plan
- Initial draft of the proposed work plan in Gantt chart style

The proposal must be submitted no later than **Monday June 24th, 2019** to Jamil Sawalma at: JSawalma@righttoplay.com and Patricia Oliveira, Global Monitoring, Evaluation and Learning Manager, poliveira@righttoplay.com

Proposals will be accepted on a rolling basis and will be reviewed as soon as they are received. Early submissions are encouraged and Right To Play reserves the right to select a consultancy before the proposal submission date noted above.

While we thank all applicants for their interest, only those selected for interviews will be contacted.

Right To Play is a child-centered organization. Our recruitment and selection procedures reflect our commitment to the safety and protection of children in our programs.

To learn more about how we are and what we do, please visit our website at www.righttoplay.com.

