

**Terms of Reference (ToR)**  
**Programme Evaluation of Bangladesh Water Integrity Network (BAWIN)**

**1.0 Background**

**Transparency International Bangladesh (TIB)**, accredited national chapter of Berlin-based Transparency International (TI), is an organization registered under the Trust Act 1882 and under the NGO affairs Bureau of the Government of Bangladesh. Its head office is at MIDAS Centre (4<sup>th</sup> and 5<sup>th</sup> floors), House # 05, Road 16 (New) 27 (Old), Dhanmondi R/A, Dhaka-1209, Bangladesh and represented by its authorised representative, Dr. Iftekharuzzaman, Executive Director (“**TIB**”, which expression shall, unless repugnant to the context or meaning thereof, be deemed to mean and include its successors and permitted assigns). TIB is coordinating BAWIN, which is a multi-stakeholder network of water sector institutions at national and sub-national levels as well as individuals committed to promote integrity in the water sector in Bangladesh through research, campaign and advocacy engaging various stakeholders. The duration of Agreement between WIN and TIB for the planned activities of BAWIN is 2014-2016 and the programme is ending in February 2017.

**1.1 BAWIN Objectives**

The objectives of the BAWIN programme are:

- To stimulate public debate and support for integrity in the water sector in Bangladesh by promoting transparency and accountability in policies and actions affecting the sector;
- To help institutions in the water sector to measurably improve transparency and accountability in policies, programmes and operations through knowledge and fact-based advocacy, campaign and engagement; and
- To facilitate change both at the local and national level that improves content and quality of services in the water sector with particular emphasis on sustainable livelihood of all, especially the poor and disadvantaged sections of the society.

**1.2 Strategic Programme Focus of BAWIN**

The strategic focus is on building BAWIN as a strong autonomous initiative and an independent voice for integrity in the water sector that can provide support, advice, training and offer partnership or membership to other stakeholders. During 2014-2016, the strategic programme focuses of BAWIN were as follows:

- Institutional capacity enhancement on water integrity
- Promoting water integrity in water management
- Research, knowledge, communication and advocacy
- Engaging with donors and other institutions

### 1.3 Overall Outcome of BAWIN Programme

Promote integrity in the water sector in Bangladesh through research, campaign and advocacy engaging various stakeholders.

### 2.0 Evaluation Objectives

As the BAWIN programme is coming to an end in February 2017, it was agreed in the contract that the programme will be evaluated during its end phase. Therefore, an independent evaluator will be selected to conduct the evaluation. The evaluator will be chosen by TIB in close consultation with WIN. The specific objectives of the evaluation are as follows.

**1. Evaluate the effectiveness of the programme structure:** One of the objectives of the evaluator is to assess the overall effectiveness of the BAWIN programme structure, which include but not limited to-

- i) Human resource
- ii) Management
- iii) Network support

**2. Evaluate programme activities:** The evaluator will evaluate the overall set of activities that was planned under BAWIN (what could be achieved, what was not achieved, what was feasible and what was difficult). A summary of the activities undertaken according to the ‘Grant Agreement’ are given below, which will be the key focus for the evaluator.

- Promoting integrity in water management: Activities of BAWIN for this purpose are:
  - A country baseline assessment on “Water Sector Integrity in Bangladesh”
  - Implementation of Integrity Management (IM) Toolbox at Khulna Water Supply and Sewerage Authority (KWASA)
  - Observation of water related days and development of awareness building IEC materials
- Research, knowledge, communications and advocacy: Activities taken under this heading are as follows:
  - Several studies related to water integrity.
  - Meeting with BAWIN advisory and network members.
  - Advocacy activities, e.g. media training, campaigns, public hearing, video documentary etc.
- Capacity development:
  - Organized training and workshop on IM Toolbox for Integrity Management Coach (IMC), KWASA management, and network members.
- Climate Finance Governance (CFG) of TIB: The CFG-TIB team is directly or indirectly involved with different activities of BAWIN. For example,
  - Rally and discussion sessions on water integrity.

- Research on governance, transparency and integrity risk issues of Bangladesh Water Development Board (BWDB) covering climate change fund operation.
- Fund-raising: BAWIN's attempts of fund raising are as follows:
  - Submitted a draft proposal to Blue Gold program, funded by the Embassy of the Kingdom of Netherlands (EKN), but did not receive any response.
  - Arranged a meeting with Japan International Cooperation Agency (JICA) to discuss potential funding options.
- Conferences and events: Participation of BAWIN Programme representatives/ stakeholder at-
  - The Stockholm World Water Week (SWWW) and SACOSAN VI in 2015
  - The SWWW in 2016
  - The "Climate Finance Transparency and Integrity" workshop in 2016

### **3.0 Scope and Requirements of the Assignment**

The evaluator is required to undertake the evaluation in the light of internationally agreed standards of relevance, efficiency, effectiveness, impact and sustainability.

The evaluator shall, among other things, undertake the following:

- Review all relevant reports, proposals and relevant documents on the project;
- Design a methodology to evaluate outcomes of the project as stated above;
- Identify and conduct interviews with a sample of relevant stakeholders including responsible people at WIN to gather data on results and outcomes;
- Debrief the TIB management on findings of the evaluation prior to finalizing the report;
- Maintain confidentiality of information gathered during and after the evaluation period.

### **3.1 Deliverables and Timeline**

Key deliverables are the following:

1. An Inception report detailing out a methodology and work plan for evaluation;
2. Soft and hard copies of the draft evaluation report;
3. Final report in both soft and hard copies (three sets) and;
4. A power-point presentation on the evaluation process/approach, findings, conclusions and key recommendations for the purpose of learning and future programming.

It is proposed that this assignment will officially **commence on 16<sup>th</sup> January 2017 and finish on 2<sup>nd</sup> February 2017**. The actual timeframe will be finalized after the selection of the evaluator.

The final report of no more than 12 pages should be submitted no later than three days after presenting the draft findings before BAWIN-TIB team and management.

#### **4.0 Proposed Format for the Evaluation Report**

The final report must include the following sections:

1. Title page including project identification details
2. Table of contents
3. Abbreviations / acronyms page
4. Executive summary
5. A short introduction of the programme
6. The evaluation methodology
7. Findings in relation to standard evaluation criteria
8. Innovation and lessons learned
9. Conclusions and recommendations for probable thematic areas where in future the programme can focus on water integrity

#### **5.0 Evaluator's Qualifications**

Only Bangladeshi national evaluator shall be selected on the basis of merit, related experiences and following qualifications:

- Minimum academic qualification is Masters, preferably with experience and expertise in governance and water integrity issues;
- Relevant experience in program evaluation, reviews and assessments;
- High analytical abilities in the context of transparency and accountability in governance;
- Proven record of applying participatory approaches in project evaluation;
- Strong consultative and project management skills and ability to work efficiently and effectively both autonomously and in small teams in a highly fluid, fast-paced work environment;
- Excellent command over English and Bangla (both written and oral);
- Excellent interpersonal and communication skills (oral and written);
- Ability to meet deadlines and produce outputs.

#### **6.0 Key Contact**

Dr. Rezwan-Ul-Alam, Director, Outreach and Communication on behalf of Bangladesh Water Integrity Network (BAWIN) will be the contact person. The evaluator will keep close contact with him for the total service and for any clarification.