



**Terms of Reference for Midline Evaluation
Parenting without Violence Midline Survey Zanzibar**

January 2021

INTRODUCTION

In 2019, Save the Children Tanzania through its Child Protection and Child Rights Governance project funded by the Swedish International Development Cooperation Agency (Sida), started to implement Parenting without Violence (PwV) Common Approach in two of its implementation areas; Zanzibar and Songwe. In Zanzibar, PwV is being implemented by implementing partner Zapha+. The Parenting without Violence Common Approach builds upon and takes its evidence base from three existing Save the Children interventions which have shown promising results in how they change relationships between caregivers and children: PDEP (Positive Discipline in Everyday Parenting), REAL Fathers (Responsible Engaged and Loving Fathers), and Children and Youth Resilience.

The Parenting without Violence (PwV) Common Approach aims to prevent children from experiencing **physical and humiliating punishment in the home**. It seeks to do this by working with fathers, mothers, caregivers, communities and children to transform gender norms, power dynamics and accepted practices that drive violence in the home, as well as with governments to strengthen systems and mechanisms that increase children's protection. The PwV Common Approach is embedded in a socio-ecological framework. It recognizes the interface and interactions between the different levels and the necessity to work holistically across dimensions of the child, family, community and society to have sustainable impact. The PwV Common Approach has **four core components**:

- 1) Providing fathers, mothers, and other caregivers with the knowledge, skills and attitudes to parent positively without using violence** through: Positive Parenting Groups (PPG) using ten group sessions of reflective participatory learning among fathers, mothers, caregivers on positive parenting strategies; plus two sessions that are jointly facilitated with parents/caregivers and children to support parent-child interactions and communication. Community mentors also undertake monthly home visits to caregivers of children under the age of 5 years; and participant led community mobilization activities on gender equitable Parenting without Violence are supported.
- 2) Empowering children and working to ensure they feel valued, respected and safe within their family and community:** Children's group sessions are organized for 6-9, 10-14, and 15-18 year olds to strengthen their communication skills, to reflect on gender, and to gain knowledge on rights, protection and where to get support. 2 sessions are jointly organised with their parents/ caregivers.
- 3) Supporting communities so that they are willing and able to protect all children, girls and boys from violence** by mobilizing religious and traditional leaders to both promote community

dialogue and foster the participant-led mobilisation activities on gender equitable and Parenting without Violence. Existing community based child protection mechanisms and referral pathways are strengthened to enhance family support and response to protection concerns affecting girls and boys through referrals pathways.

- 4) **Strengthening equitable and gender-sensitive child protection systems** through: advocacy actions and strategies to demand for legal reform that prohibit physical and humiliating punishment of children, to increase the social service workforce, and to advocate for the scaling-up of the PWV, should it be successful

OBJECTIVES AND SCOPE OF EVALUATION

The key objective of the midline evaluation is to obtain evidence of change in the eight communities where implementation occurred in 2020, through the delivery of PPG, CYG sessions to households as well as community mobilization activities and engagement with community child protection actors in the District.

1. Research questions.

- i. **Evidence of change** in the eight communities will help us understand:
 - ✓ Extent to which community service providers have capacity and skills to prevent, detect, refer and respond to Physical Humiliating Punishment (PHP) in their home, and what skills need reinforcing in particular;
 - ✓ Extent to which PHP of children in the home is or is not accepted as the norm in communities and related beliefs;
 - ✓ Extent to which parent-child relationships and interactions are positive, non-discriminatory and violence-free; and
 - ✓ Extent to which boys and girls are empowered, active agents of change, feel valued, respected, safe, and have a sense of belonging within their family and community.

EVALUATION METHODOLOGY

- i. **Evidence of change in the 8 communities**
 - ✓ Guided by the indicators & methods listed in the PwV MEAL plan, specifically:
 - Child survey (primary and secondary)
 - Caregiver survey (primary and secondary)
 - FGD for service providers
 - KII with community structures
 - ✓ Child and caregiver surveys and KIIs with community structures to be applied in three of eight communities, randomly sampled, from among 2020 implementation communities.

- ✓ Child & caregiver surveys will be applied to both primary and secondary beneficiaries.
- ✓ The survey for children will focus on children’s experiences of parenting practices by male and female caregivers and the extent to which children feel confident to express their views in their home, and to seek support when they face concerns.
- ✓ Norms case studies to be conducted in two communities (shehias), selected randomly
- ✓ The findings from the surveys, KIIs and norms case studies undertaken in 2019 communities will be compared with the information collected in 2020 communities to assess the extent of the changes.

Study Location

The study will be conducted in South District, Unguja. In three shehias, randomly selected from among the eight communities which were the target of the intervention in 2020. These eight shehias are: Paje, Bwejuu, Dongwe, Michamvi, Muyuni B, Muyuni C, Kibuteni, Jambiani kibigija.

Available documentation

A wide range of documents will be available to be used by the evaluator. These include the program proposal, PwV Result Framework, MEAL plan, Activity reports, PwV Study and Evaluation Protocol, PwV Guideline for Tools and PwV Attendance Database.

SUMMARY OF KEY DELIVERABLE AND TIME LINES

Key Activities/Deliverables	Timeline (8 weeks.)
<p><i>1. Inception phase</i></p> <p>Receive Safeguarding training by Save the Children</p> <p>Undertake a thorough desk review</p> <p>Submit an inception report with the following components</p> <ul style="list-style-type: none"> • Detail of the evaluation design • Data collection methods • Data collection tools • Quality assurance • Ethical considerations • Work plan <p>Discuss and finalize evaluation design, methods and tools with Save the Children MEAL team</p> <p>Government authorization for survey to be conducted</p>	2week
<p><i>Field work</i></p> <ul style="list-style-type: none"> • Undertake field visits in planned evaluation location • Collect and compile data • Hold meeting with speak to key project staff in Save the Children and Zapha+ 	2 weeks

<ul style="list-style-type: none"> • Present initial findings to Save the Children staff and partners and other key external stakeholders in Zanzibar for validation 	
<i>Draft report</i> <ul style="list-style-type: none"> • Validation meeting • Submit a draft report with raw data to Save the Children • Report reviews 	4 weeks
<i>Final report (no more than 40 pages – Excluding annexes)</i> <ul style="list-style-type: none"> • Submit a final report to Save the Children • The quality of the final report will be assessed according to the Save the Children evaluation quality standards - Evaluation Report Quality Score tool, also attached. 	

Evaluation Final Report:

- *Table of Contents*
- *List of Acronyms*
- *List of Tables*
- *Executive Summary*
- *Background*
- *Scope of Evaluation*
- *Methodology*
- *Main Findings with sub-headings*
- *Conclusions and Recommendations*
- *Annexes*
 - *Project log frame*
 - *Evaluation ToR*
 - *Objectives and key questions*
 - *Methodology*
 - *Study schedule*
 - *List of people involved*

EVALUATION MANAGEMENT

The Save the Children Tanzania Monitoring, Evaluation, Accountability and Learning (MEAL) team members and Child Protection Technical Specialist will work with the consultant to ensure alignment to the Parenting without Violence package. Save the Children Zanzibar team members and implementing partners will support the evaluation team to undertake the evaluation including participation in data collection as interviewees for KIIs and management of field logistics. Save the Children technical experts will provide input, review and approve the inception report, data collection tools and the draft and final reports.

Save the Children Research Ethics Requirements

Save the Children conducts a range of research and evaluation activities to generate evidence for our programs, in partnership with various academic and research institutions. The evaluation should adhere to widely agreed standards for research ethics and evaluation quality. There are

risks associated with non-compliance or sub-standard practices in human subject research, such as Save the Children's reputation may be jeopardized due to damaged relations with beneficiary families, communities, national governments, donors, and peer organizations; potential litigation can arise due to the occurrence of adverse events during the research activities.

Save the Children is an organization that seeks to ensure Child Safeguarding in all our areas of work including programme evaluations. The Evaluation team must abide to our Child Safeguarding Policy and Codes of Conducts. We need to ensure that the evaluation is conducted appropriately in a safe and conducive environment where children and other beneficiaries are not negatively affected.

Expected Consultant Profile

This TOR is for experienced program evaluator with the following attributes:

- *Outstanding knowledge, skills and expertise in evaluation and analysis of qualitative data.*
- *A substantial knowledge on child protection and gender based violence is preferable.*
- *Knowledge in cultural domain analysis*
- *In particular, the team leads should have extensive experience in leading evaluation processes and teams in similar undertakings*

Other requirements

1. Compliance with Child Safeguarding Policy of SCI

Save the Children International is committed to safeguarding children with maximum possible extent from any deliberate or inadvertent actions that come into contact and our contractual agreement reflects our commitment to ensuring that only those who are suited to work with children and to apply strict child safe recruitment practice are considered for this consultancy. Thus, the selected consulting firm is required to receive orientation on our Child Safeguarding Policy, must sign on it and comply with the standards stated in the policy.

2. Compliance with Government of Zanzibar survey requirements

The consultant must abide by the national Research & Evaluation Ethics as well as SCI policy that requires all studies involving interaction particularly with children to be submitted to ethics review committee and obtain "approval."

3. Content of the financial proposal (guidance on what should be budgeted)

As part of study proposal, the consulting firm is expected to provide a clear presentation of the budget required to undertake the survey including costs of data collection, personnel costs, and all other administrative costs. Save the Children will provide vehicles to facilitate the field data

collection process; hence the vehicle rental cost should be excluded from the budget estimation. The budget breakdown should fulfil the following requirements:

- a. It should be prepared in excel sheet with formulas included
- b. detailed budget breakdown (daily fees of personnel, duration spend by the personnel, and estimated costs for all activities proposed in the application with a unit cost and quantity included)

4. Payment schedule for the consultancy service

The payment for the consultancy service will be carried out as per the organization financial procedures as follows unless otherwise stated:

- i. Submission of inception report (30%) will be provided to the consulting firm before the commencement of the data collection to facilitate the fieldwork activity.
- ii. Submission of draft report- The consulting firm will be granted the second round payment for the consultancy service up on submission of the first draft survey report (40%).
- iii. Final payment - The final payment will be effected up on completion and submission of final survey report and holding presentation on the study findings (30%). The SCI technical team should approve the final report before the consulting firm receive final payment.
- iv. Note that 5% withholding tax will be retained for local firms and 15% for international firms

5. Proposals evaluation criteria

Save the Children will form an evaluation committee whose roles will be to review and score all the proposals submitted by consulting firms/firms. The selection committee will evaluate the bidders based on the criteria set below. The consulting firm/firm is expected to provide detailed information based on the given framework to ensure fair and effective comparison. The best value of money will be determined based on the technical and financial proposal. Save the Children evaluation, committee reserves the right to drop a competitor without giving reasons for doing so. The proposals submitted will be reviewed based on the following criteria.

Segment/content	Rating
Technical Proposal	70%
Appropriateness of the study design and rationale for choosing the specified study design	20%
Rigor and soundness of sampling strategy, data collection methods (including the data collection tools), data analysis plan, and data quality assurance plan	25%

Required expertise (skills) and experience of the personnel of consulting firm/firm to conduct the study. Testimonials will be considered while evaluating the firm.	10%
Experience undertaking similar studies	10%
Capacity of the consulting firm/firm (management, technical and financial capacity)	10%
Financial Proposal	30%
Cost efficiency (budget versus proposed output)	10%
Overall budget limit	5%
Consultancy rate	5%
Allocated time for the whole process of the survey	5%
Total	100%

6. Application requirements and proposal submission details

All interested applicants should present valid license and should meet the above competency requirements. The applicant should submit their document in sealed envelopes (separating technical and financial) on or electronically to the following email address; Tanzania.Tenders@savethechildren.org on or before 25th of Jan 2021 at 5:00 p.m. Any submission after the given date will not be considered.

The document should include:

- **Letter of interest:** a cover letter with a maximum of one page introducing the consulting firm with an expression of interest to carry out the work as described in this ToR.
- **Technical proposal:** This should include, but not limited to, understanding of the ToR with critical reflection on the consultancy assignment, methodology (with extremely strong emphasis, should be detailed with clear presentation), tentative work plan, proposed team qualification and experience, others. *NB. Once the consultancy firm has been selected to undertake the study, Save the Children will accept changes on the team composition through formal communication with acceptable justification.*
- **Financial proposal:** The consulting firm should submit a separate financial proposal, which indicates the budget item, unit cost and total cost and adequate justification should be given to the proposed budget.

7. Disclaimer

Save the Children reserves, the right to accept or reject any or all applications without assigning any reason what so ever.

8. Disclosure of information

The consulting firm shall treat any information obtained in the course of the agreement as confidential and not to reveal, unless authorized in writing by Save the Children, during and after the effective period of the contract. Consulting firms will have access to information relevant to the study whenever needed.

9. Contact Information:

Should applicants need further clarification or need additional information, they can forward their enquiries to the following contact address:

Kanuty Munishi, Save the Children MEAL Coordinator -Save the Children Tanzania:
Kanuty.Munishi@savethechildren.org
