

## Terms of Reference

### Mid-Term Review 2022 of Integrated Water Resources Management in the Barind Areas of Bangladesh Project (Project Reference 7F-08688-02)

#### 1. Background

The Embassy of Switzerland in Bangladesh supported programme "Integrated Water Resources Management (IWRM) in the Barind Areas of Bangladesh" was initiated in September 2014. In the first phase until June 2018, the project undertook widespread dissemination of the IWRM processes and the Bangladesh Water Act 2013. Alongside, the IWRM interventions were successfully piloted and tested and the Bangladesh Water Rules (BWR) 2018 were finalised and gazette by the Government of Bangladesh. The second phase of the project has been dedicated to the operationalisation of the BWR 2018. The project's central feature is to combine a national component, led by Water Resources Planning Organisation (WARPO) of the Ministry of Water Resources of the Government of Bangladesh, and a sub-national component, operated by the Swiss Red Cross (SRC) and Development Association for Self-Reliance, Communication and Health (DASCOH), to enforce the BWR, 2018 in Rajshahi, Chapainawabganj and Naogaon districts in the Barind region.

The Barind region is rated as one of the most water stressed areas of the country. In general, climate variability, indiscriminate water withdrawal for intensified agricultural activity, population expansion and industrial practices have heralded severe water shortage, especially depleting the groundwater resources. Further, the topography and soil conditions of the region do not allow either for optimally conserving rainwater that is vulnerable to high degree of run-off or adequate recharge of groundwater due to impermeability of the hard top clay soil. Thus, long-term infrastructural development as well as regional water characteristics demand IWRM compatible water management and conservation practices that aim at stabilising and securing water availability in the region. Against this backdrop, the project seeks to sensitise citizens about the IWRM processes and in parallel supports measures to reduce, restore, recycle, and reuse water resources with the aim to increase its availability so that even the most disadvantaged sections of society have access to adequate and safe water for all uses.

#### Goals and outcomes of the project

##### Goals:

*National Component: IWRM in compliance with the Bangladesh Water Act and its Rules supports equitable and adequate access to water in the High Barind region*

*Sub-national Component: The enabling framework of Bangladesh water rules and guidelines support competent sub-national institutions to increase the availability of water for disadvantaged people in the Barind area through sustainable, effective, inclusive management and use of water resources*

The outcomes for the two components are:

**Outcome 1 (National Component):** *Citizens participate in accessing state of water resources to implement IWRM and sustainable irrigation*

**Outcome 1 (Sub-national Component):** *Citizens' and LGIs effectively participate in IWRM processes to ensure increased availability of water*

**Outcome 2 (National Component):** *Sustainable abstraction through proper scientific methods facilitates suitable water resources planning and management*

**Outcome 2 (Sub-national Component):** *Functional decentralized IWRM committees address regional water resource issues*

**Outcome 3 (National Component):** *Enabling environment through IWRM and capacity*

*building improves participatory regional planning and information flows*  
**Outcome 3 (Sub-national Component):** *Policy framework supports information flow and participatory water resource planning*

## **2. Objective**

The overarching objective of the midterm review (MTR) is to validate the achievements against the desired impact and recommend measures for strategic and operational steering. The MTR will principally examine actual performance of the two components against what was expected but also to identify (i) rectifiable gaps in the scope of work; (ii) unforeseen constraints; and (iii) critical issues that have emerged since the initiation.

## **3. Purpose and scope**

The work and reporting of the MTR team will be divided into two parts: (i) the national component implemented by WARPO; and (ii) the sub-national component implemented by SRC-DASCOH. For each part, the MTR will assess strengths and weaknesses of the work to date, and prepare recommendations for maintaining/ improving performance in the remaining period of the project in order to achieve the project goal.

This review will be based on the six evaluation criteria by the Organisation for Economic Co-operation and Development (OECD), namely relevance, coherence, effectiveness, efficiency, impact and sustainability - providing a normative framework used to determine the merit or worth of the interventions of the project. They serve as the basis upon which evaluative judgements are made (see attached form).

### **A. Relevance – is the intervention doing the right things?**

- Assess the extent to which intervention objectives and design respond to beneficiaries needs.
- Evaluate the objectives and project design are sensitive to the economic, environmental and social conditions.
- Assess the project's contribution to COVID-19 response/recovery.

### **B. Coherence – how well does the intervention fit?**

- Assess the compatibility of the national and sub national interventions and their joint effort to achieve the outcomes.
- Evaluate external coherence of the project intervention with any other actors' interventions in the same context in terms of complementarity, harmonisation and coordination with others and the extent to which the intervention is adding value.

### **C. Effectiveness – is the intervention achieving its objectives?**

- Assess whether output and outcome targets/indicators are on track.
- Assess the role and contributions of different stakeholders under national and sub national components are well aligned in achieving project targets.

### **D. Efficiency – how well are resources being used?**

- Evaluate the extent to which the intervention delivers or is likely to deliver results in an economic sense and within the intended timeline.
- Assess the efficiency and cost-effectiveness of project implementation, to date, using the Cost Effective Analysis.

### **E. Impact – what difference does the intervention make?**

- Assess the extent to which the project has achieved its stated objectives and expected outputs and results, while identifying the supporting factors and constraints that have led to them, including strategies and implementation modalities chosen, and partnership arrangements.
- Assess project impact (including where the project's support has been most/least effective and why), including the extent to which the capacity of the Government of Bangladesh and partners has been strengthened, and the benefits of the project's contribution to the climate aspect.
- Assess whether the project is fit for purpose and on-track to achieve project targets at output, outcome and impact levels.
- Evaluate how national components are contributing to implement the 'Water Act' 2013 all over Bangladesh.
- Identify unexpected positive and negative results of the project.

- Assess the impact of the project approaches
  - Assess the existing risk management framework of both components and identify any new risks to project implementation and the achievement of the project targets.
  - Assess strengths and weaknesses, opportunities and challenges and any external factors that have affected the achievement of the immediate objectives and the delivery of the outputs;
- F. Sustainability - the extent to which *both* components have contributed to longstanding changes in the integrated water resources management in Bangladesh**
- Evaluate how the set-up of the national and sub-national components is fit to achieve systemic change in reducing climate vulnerability of the Barind region.
  - To what extent are the outcomes and benefits of the project likely to continue after the end of this project phase?
  - Identify gaps that need to be filled in order to achieve SDC's successful exit strategy of the IWRM project
  - Identify synergies and opportunities for IWRMS's integration into SDC's future portfolio
- G. Mainstreaming of cross-cutting themes –Gender, Governance and Climate, Environment, and Disaster Risk Reduction (DRR) - in *both* components**
- How have the crosscutting themes gender equality and good governance been applied? Provide recommendations to further strengthen their mainstreaming.
  - Evaluate how the different water schemes under component 2 are contributing to increased resilience against natural disasters (DRR).
  - Formulate recommendations for strengthening the DRR approach in the view of climate change adaptation and environmental conservation.
- H. Recommend key adjustments for the rest of the project period**
- In light of the findings above, what are the key adjustments (both operational and technical) and recommendations for maintaining/ improving performance of the project in the remaining period in order to achieve the project goal and desired impact?

## 4. Methodology and Procedure

### 4.1. Work Methods

The consultant will use qualitative and quantitative methods to gather relevant information to assess programme performance, and to draw lessons learned. The consultant will:

- Review all key background documentation related to the programme and overall context (such as project annual and bi-annual reports, baseline report, project document and its annexes, publications and other relevant recent documentation in the area of integrated water resources management in Bangladesh);
- Assess the quality of Monitoring and Evaluation;
- Collect testimony (e.g. personal feedback, case studies) from the beneficiaries on processes and results of the interventions;
- Meet key stakeholders in Bangladesh, conduct interviews with project staff, national and sub-national senior management, and project stakeholders including (and more importantly) primary beneficiaries and relevant ministries;
- Meet with other development partners working on related and/or similar interventions;
- Make structured visits to programme sites and interview beneficiaries, and observe physical, social and institutional developments/results;
- Briefing with the Embassy of Switzerland to discuss the work plan and approach;
- Organise focus group / brainstorming discussions as relevant.

### 4.2. Deliverables

- A detailed work plan which highlights the key milestones and deliverables, including the methodology and processes to be undertaken. If a team of consultants implements the assignment, then one joint work plan and individual work plans per consultant need to be submitted;

- Tools and defined techniques used for primary information and data collection. These tools and techniques must be approved by the Embassy, before usage;
- Submission of the final report as specified in the scope of work, including up to at least two feedback loops with revisions. The report should be a maximum of 20 pages (A4, Normal margin, Arial 11, single space) with an executive summary of a maximum of 3 pages which reads as a standalone document. All other information should be annexed;
- Presentation of the final report to the broader Embassy team that highlights key preliminary findings and recommendations -(not more than 8 slides); and
- Recommend additional and/or supporting analyses and follow-up actions, if required.

### **4.3. Team Composition**

A team of two external consultants (one international and one national consultant) will do the evaluation. The international consultant will act as the team leader and have the principal responsibility for reporting to the embassy. The total duration of the mandate will be of maximum 20 working days including background study, field visits and report writing.

#### **Required Qualifications of the International Consultant**

- A minimum of 10 years experience in water management, rural development and local governance in developing regions, including substantial experience in South Asia and preferably in Bangladesh;
- Knowledge and expertise in integrated water resources management, water policy, law, regulation and governance, small scale water conservation and aquifer recharge, participatory water management and conflict resolution;
- Hands-on experience with minimum 5-7 years of relevant experience in the design and implementation of governance programs/projects in the water sector, and related capacity building and cross-cutting aspects;
- Sound knowledge on local governance, public participation and gender issues in rural development;
- Experience in using methodologies including system approach in evaluations, outcome harvesting, and evaluating transformation;
- Relevant experience with results based management;
- Demonstrated experience conducting cost effectiveness analysis / economic analysis for evaluating project efficiency;
- Proven ability to produce analytical reports and a good command of English;
- Ability to bring gender-sensitive and disability-inclusive dimensions into the evaluation in the design, data collection, analysis and report writing of the evaluation;
- Excellent analytical skills with the ability to analyse and interpret data from a range of sources;
- Flexibility and responsiveness to changes and demand;
- Client-orientation and openness to feedback;
- Ability to work efficiently and effectively in situations with tight and demanding deadlines

#### **Required Qualifications of the National Consultant**

- University Degree with minimum 5 years of experience in project /program evaluations;
- A minimum of 5 years' experience in water management/rural development/local governance in Bangladesh;
- Demonstrated experience in conducting cost effectiveness analysis / economic analysis;
- Demonstrated knowledge and experience with the application of rights-based approach, and local and national water governance in Bangladesh;
- Extensive experience in applying, qualitative and quantitative research methodologies including participatory approaches;

- Proven ability to produce analytical reports in good command of English;
- Excellent analytical skills with the ability to analyse and interpret data from a range of sources;
- Flexibility and responsiveness to changes and demand;;  
Client-orientation and openness to feedback

#### 4. Administration and Coordination

The review team will be contracted by the Embassy of Switzerland in Bangladesh, and the consultant fees will be defined as per SDC's norms and criteria. In addition, consultants will be paid the daily flat rate for subsistence and actual accommodation and transport costs. The consultants are expected to settle their own accommodation bills and airfare, to be reimbursed upon presentation of the original bills only. Details of the budget will be part of this Terms of Reference, based on final agreements between SDC and the consultants.

The consultants will be collectively reportable to the Embassy. All reports and documents prepared during the assignment will be treated as the property of Embassy. All resulting documents and output materials therefore cannot be sold, used, shared and reproduced in any manner without prior approval of the Embassy. The Embassy will assist the consultants in:

- Briefing, planning and debriefing discussions and developing plans for field trips, and review activities;
- Providing relevant written materials, documents, reports (e.g. Country Programme, Project Document, and Technical Assistance Project Proposal (TAPP) etc.)
- WARPO and SRC-DASCOH will provide relevant documents for and assist the consultants during the field visit, including the linking up with relevant stakeholders, organization of transportation, meetings, consultations, etc.

#### 5. Timeline

This assignment is for up to 20 input days from June 2022, with the final deliverable to be ready by mid-July 2022. A minimum of 10 input days should be used in-country and the remaining 10 input days can be used for remote work. The input days will be used as follows:

Activity	Time-frame	Responsible	Place
Desk research	2 days	Consultants	Remote work
Visit to project areas	6 days	Consultant,	Dhaka and Rajshahi (UP, municipality and community),
Bilateral consultations and group discussions	2 days	Consultants with WARPO and SRC-DASCOH, DPs, relevant ministries, NILG etc.	Dhaka
Debriefing with national and sub-national component and with the Embassy (separately)	1 day	Consultants with the Embassy	Dhaka
First draft report and related annexure	4 days	Consultants	Remote work
Final report and related annexure	3 days	Consultants	Remote work
Travel	2 days	International consultant	
Total days	20 days	<i>18 days for national consultant</i>	

#### Next steps

Application deadline	15 May 2022
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Evaluation of applications	20 May 2022
Formalising contract and coordination between two consultants	31 May 2022
Visits to the project areas	1-2 <sup>nd</sup> week of June 2022
De-briefing and first draft report submission	3 <sup>rd</sup> week of June 2022
Adjustment of feedback and final report submission	15 July 2022

#### **4.4. Application Procedure**

Interested and qualified international and national consultants should submit their **CV** along with a **statement of interest** clarifying:

- the relevant work experience;
- expected fee rate in CHF for the international consultant and BDT for the national consultant.

Please send your application to [sabina.yasmein@eda.admin.ch](mailto:sabina.yasmein@eda.admin.ch) by 15 May 2022.