

Terms of Reference

Developmental Evaluation of Project REG-20-003 - *International Digital Health and Artificial Intelligence Research Collaborative (I-DAIR)*

1. Introduction

Background on Funding Partner

Fondation Botnar is a Swiss-based foundation established in 2003 whose core purpose is improving the health and wellbeing of children and young people in growing secondary cities around the world. We do this by investing in sustainable solutions, learning with, connecting and catalysing diverse partners.

At Fondation Botnar, we recognize the value of learning in effectively driving towards systemic change, and are committed to cultivating and nurturing learning both within and outside of the organization.

Background on Implementing Partner (“Grantee”)

The Graduate Institute of International and Development Studies is an institution of research and higher education dedicated to the study of world affairs, with a particular emphasis on the cross-cutting fields of international relations and development issues.

Through their core activities, they aim to promote international cooperation and make a contribution to the progress of developing societies. More broadly, they endeavour to develop creative thinking on the major challenges of our time, foster global responsibility and advance respect for diversity.

The Graduate Institute of International and Development Studies is a cosmopolitan community located in the heart of Geneva, an international city and a centre of global governance. By intensely engaging with international organisations, NGO’s, governments and multinational companies, they participate in global discussions and prepare future policy-makers to lead tomorrow’s world.

Project description

I-DAIR is proposed as a neutral trusted platform for enabling global research collaborations on artificial intelligence (AI) for health and for convening stakeholders to develop global public goods and solve problems around the inclusive, equitable and responsible deployment of data and AI for health. It provides an innovative science and diplomacy tool which will mobilize global expertise and resources through a Geneva-based international science and diplomacy-driven consortium on AI for health combined with concrete use-cases on digital health (DH) (pathfinders) to:

1. set common innovation agendas and launch global challenges on AI for health
2. set standards and benchmarks, including on quality of data sets and algorithms
3. define and develop global public goods in DH & AI including interoperable data architectures
4. pool strengths and address as a brain trust critical concerns including legal, human rights, ethics and data governance aspects
5. engage and empower the young through a call for ideas and deployment of innovative solutions.

I-DAIR is hosted currently at the Graduate Institute of International & Development Studies in Geneva and the funding period of the project reflects a ramp-up phase working toward and the official launch of the research collaborative in 2022. In this phase the objectives are:

1. Federate global stakeholders (research, business, governments, IO & philanthropy) around a common blueprint on DH & AI for health, which includes roadmaps for S&T, interoperable data infrastructure and capacity building.
2. Establish a sustainable resource-rich partnership for launching global challenges on AI for health formalised by a High-Level Launch at ministerial level.
3. Develop a governance scheme, including innovative pledging mechanisms, ethical and human right concerns.
4. Lay the foundations for a trusted and neutral space around DH and AI for health designed as a global network of hubs and spokes.

Project start: 01.08.2020

Project end: 31.07.2022

Current state of project implementation

The project is on a path to launch in 2022, which will bring together 3 key themes - federated research into global challenges, the inclusive engagement of researchers and entrepreneurs from the Global South through an innovative architecture, and the establishment of an Impact Fund. Ahead of the launch, I-DAIR is engaging partners across academia, industry, civil society, governments, international organizations and foundations.

The concept papers of the pathfinder projects have been updated including the lists of partners, the timeline, and the evaluation methodology. Further, the resource raising, and partnership building strategy and objectives are developed.

The project implementation structure is in place, which includes: successful onboarding of initial staff, completing a first draft of the project manual the project website (www.i-dair.org). Furthermore, work to select the I-DAIR target operating model is proceeding on schedule, as is the work on I-DAIR governance set up (including project board set up).

The next steps include: implementation of the resource mobilization and partnership strategies in support of the launch in 2022; launch of the pathfinder projects in order to consolidate our enabler and convenor roles in the area of digital health and AI for health; confirmation of further funding opportunities; recruiting of new hires to grow the initiative based on the selected operating and governance models; development of the I-DAIR Hubs infrastructure, securing current discussions in a number of geographies.

2. Evaluation objectives and questions

The evaluation begins at an early moment of project implementation and is expected to serve developmental purposes, supporting the grantee by pursuing the following objectives.

1. To create spaces for externally supported reflection and advice on the effectiveness and relevance of activities to achieve the goals of the ramp-up phase and contribute to the long-term objectives

The core objective of the developmental evaluation is to support the innovation within the project to best achieve the vision. This includes reflection on the effectiveness and relevance of the pathfinder project, key actor engagement, formation of hubs and governance structures.

2. To support the grantee's reflection on how the project can contribute to the wellbeing of children and young people in low- and middle-income countries.

Fondation Botnar works with a systemic approach, which assumes that changes do not take place in a linear path, but rather requires a number of different factors to align and contribute to making the change. The evaluation should support the grantee's reflection on the project by creating an understanding of the projects long-term critical path and context that influences it.

Evaluation Questions

The following evaluation questions will be further broken down in collaboration with the project team and iteratively worked on:

1. What is the relevance of the project in the wider context of artificial intelligence and data for health and its stakeholders?
2. What is the effectiveness of the planned activities (pathfinders, key actor engagement, hubs and governance structures) to achieve the objectives of the ramp-up phase and contribute to the vision of becoming a neutral trusted platform in this space? and how can it be improved?
3. How will this project contribute to the wellbeing of young people and in what systemic context is it embedded in?

During the inception phase, the evaluator(s) can review and develop additional evaluation questions as necessary, in consultation with Fondation Botnar and the implementing partner.

3. Methodology

Approach

A developmental evaluation is expected to accompany the project continuously throughout its implementation process to support decision-making and learning. The evaluator is expected to foster participation throughout the evaluation, working in close cooperation with the grantee's team.

The use of a mixed-methods approach that triangulates methods and perspectives should be considered.

The evaluator or evaluation team is expected to document the evaluation process, as well as lessons learnt and recommendations for future Fondation Botnar developmental evaluations.

Role of the External Evaluator(s)

Fondation Botnar is committed to partnering closely with grantees to enhance learning directly related to implementation and the follow-on phases of the program, be it with or without Fondation Botnar support.

The External Evaluator or evaluation team implementing the contract must be able to situate themselves as a partner with the recipient organization for maximum transparency and utility of the evaluation findings for program improvement.

In developmental evaluations, the primary focus should be on program innovation to leverage results. The consulting evaluator or evaluation team is expected to work in tandem with the project lead based in Switzerland to understand the process of building I-DAIR. The contracting evaluator or evaluation team is expected to collaborate closely with the implementer to:

- A) Reach a shared understanding of the evaluation objectives and questions, and develop the evaluation approach and process accordingly.
- B) Unpack or develop the broader theory of change for the project and potential future steps towards achieving the long-term objectives as well as contributing to the wellbeing of young people, to identify fields of observation/indicators and simple monitoring tools that can be used to track project process.
- C) Consult regularly with the project team to develop and continually adjust a developmental evaluation process that responds to the team's needs, and boosts both the validity of findings and the relevance of recommendations.
- D) Recommend adjustments to project's measurement framework as needed to effectively inform future steps – this may also include supporting the training of those gathering data in the project sites.
- E) Facilitate validation workshops or consultations (online) with the grantee and partners at key moments of the evaluation process. Representatives of Fondation Botnar should be part of the validation workshops to discuss findings and recommendations.

4. Evaluation logistics

Scope and Field Visits

The evaluation is expected to take place between January 2021 and July 2022 with an overall budget of max CHF 150'000.

Ideally, it should include visits to project sites (office and pathfinder projects). However, because of current travel restrictions (including restrictions to domestic travel for evaluation team members in the project countries) and risks linked to the COVID-19 pandemic, it is expected that online collaboration via videoconference and visual collaboration tools will be the primary

communication tool at least in the early phases of the evaluation.

Ethical Considerations

The evaluator or evaluation team is expected to comply with evaluation ethics throughout the evaluation process, as set out in the OECD/DAC Quality Standards for Development Evaluation (<http://www.oecd.org/dac/evaluation/qualitystandards.pdf>).

Collaboration throughout the evaluation

The evaluation consultant(s) will design and facilitate workshops at several moments of the evaluation process, starting with an inception meeting (on-line or in a hybrid format) with representatives of Fondation Botnar and of the implementing organisation and concluding with a final debriefing workshop with the same participants.

The inception report will outline the general approach to the evaluation and the respective timeline. Considering the emerging nature of developmental evaluations this report may be subject to change and must be adapted accordingly.

Proposed Timeline and deliverables

Evaluation activities will start in early 2021 and conclude no later than October 2022. The Final Report including the respective slide deck should be submitted no later than October 2022.

Work Packages/Action	Responsible	Time/deadline
Selection of evaluator/ team	Fondation Botnar/Grantee	February 2021
Kick-off/inception meeting	Evaluator/evaluation team	March 2021
Submission of inception report	Evaluator/evaluation team	March 2021
Evaluation research and analysis, including validation workshops	Evaluator/evaluation team, grantee	April 2021 – July 2022 as defined in inception report
Intermediary briefings	Evaluator/evaluation team	As defined in inception report
Submission of draft final report	Evaluator/evaluation team	June 2022
Feedback on draft evaluation report	Fondation Botnar/Grantee	June 2022
Closing workshop	Evaluator/evaluation team	June 2022
Submission of Final Report	Evaluator/evaluation team	August 2022

Minimum Deliverables

The deliverables expected from the evaluation are as follows:

- Inception report of 5-15 pages (plus annexes) including:
 - Understanding of the evaluation purpose and scope (– i.e. what is in and out of scope)
 - Proposed adjustments to evaluation objectives and questions as appropriate
 - Data collection and analysis plan(s)
 - Tentative work-plan and schedule for the overall evaluation process, specifying involved stakeholders' roles and moments for communication between the specific stakeholders
 - Preliminary proposal for the dissemination of findings
 - Draft instruments for data collection and analysis
- Methods documentation package including data collection instruments and analysis plan (data collection protocols, including training plans for any field workers, if appropriate, are expected to be developed and iterated with implementing partner)
- Presentations of intermediary findings and recommendations
- Draft outline of the evaluation report (anticipating up to two rounds of feedback)
- Full draft evaluation report of up to 30 pages including a three-page executive summary
- Closing Workshop
 - Discussion of Learnings
 - Reflection on the evaluation process

Final evaluation report (after one round of feedback) accompanied by a short briefing slide deck

5. Evaluator Requirements

Evaluation experience

- Theory-based evaluation
- Developmental evaluation
- Participatory evaluation

Contextual experience or linguistic capability

- Excellent written and spoken English
- Knowledge in the field of public health, artificial intelligence for health and digital health
- Contextual understanding of different geographies, including experience in global projects
- Touchpoints with or knowledge of research fairness approaches (RFI or KPFE Principles)
- Experience in conducting interviews, group discussions and workshops via online platforms

References

Applicants are requested to include any relevant examples or references of experience.

6. Expression of Interest and Deadline

Expression of Interest

The expression of interest should be no longer than **3 pages** consisting of:

- Introduction of the evaluator or evaluation team including relevant experience and skills
- A short proposal of the methodological approach
- Rough day-rate

An annex can include further documentation such as CVs, reports and publications or other relevant documentation. The 2-pager, however, will be the main basis for decision-making.

Deadline

Interested experts are requested to send their expression of interest by 28 January 2021 at 11 am Central European Time. Applications in pdf format can be electronically submitted to dsuhr@fondationbotnar.org