

Terms of Reference

External mid-term assessment and consultancy for the Botnar Child Road Safety Challenge - Transition Phase 1 to Phase 2

1. Introduction and Context

Fondation Botnar

Fondation Botnar is a Swiss-based foundation 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.

The Global Road Safety Partnership

The Global Road Safety Partnership (www.grsproadsafety.org) is a hosted programme of the International Federation of Red Cross and Red Crescent Societies (IFRC). The aim of the Global Road Safety Partnership's (GRSP) work is to reduce death and serious injuries as a result of road crashes in low- and middle-income countries. GRSP brings over 20 years' experience in grants and programme management along with a suite of professionals, partners and experts to implement global projects.

Botnar Child Road Safety Challenge (BCRSC)

The program seeks to reduce road traffic deaths and injuries in secondary cities of selected countries. It supports projects from consortium's representing partners from government, civil society and the private sector to address road safety problems which impact children in India, Mexico, Romania, South Africa, Tunisia, Tanzania and Vietnam. There are 13 beneficiary cities participating within the BCRSC, spread over the forementioned seven countries, with 15 grantees involved.

The BCRSC programme's unique approach is to have municipal-level projects addressing community road safety challenges with innovative, evidence-based interventions. The projects in each secondary city has following guiding principles:

- Tri-sector collaboration between local government, civil society, private sector
- Practical and innovative approach;
- Evidence-based, with robust monitoring and evaluation

Focus of the evaluation

The focus of this external assessment and guidance shall be around the program M&E plan and provide recommendations and guidance for phase 2 of the BCRSC:

Geographical focus of the evaluation

The evaluation shall take place virtually with the GRSP and Fondation Botnar team located in Switzerland and the Monitoring and Evaluation Team (The George Institute [TGI], Imperial College London) located in the UK.

2. Objectives of the Evaluation

Purpose of this Evaluation

The purpose of this external assessment and guidance is twofold: First, we would like to generate knowledge for GRSP as well as for Fondation Botnar. Second, consequently this knowledge generation exercise, we would like to stimulate learning processes and improvements on a program level related to the monitoring and evaluation indicators and set-up.

Performance Indicators and Sample Questions

The assessment of the program and its activities shall be carried out on the following performance indicators:

Indicator	Example Questions
Program M&E plan	On what areas could the program M&E plan benefit from improvement? What additional indicators than the ones currently being used could be added?
Learning	How is learning captured and being used? How does the program contribute to improving the wellbeing of young people?

3. Expected Results

Scope of the evaluation

Following aspects of the assessment object are to be evaluated:

Fondation Botnar strategy	Contribution of this program to Fondation Botnar learning questions and other relevant strategic elements
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4. Methodology and Approach

Methods and tools for data collection

Decision to be proposed and determined with the consultant, in consultation with Fondation Botnar and GRSP.

Level of the assessment

The BCRSC shall be evaluated on a programmatic/HQ level.

Process

- Planning phase including kick-off meeting and desk study
- Implementation phase including data collection, data quality assurance, data management & cleaning
- A learning consolidation phase including incorporating input to finalize the recommendation report
- Closing workshop to share recommendations and learnings

5. Required Expertise

- Studies (Master's or PhD degree) in a relevant field (metrics and evaluation science, public health, sociology, social assistance, psychology, political science, etc.);
- Minimum of 7 years of experience as a professional evaluator including but not limited to:
 - Experience leading the design and delivery of complex M&E approaches for programmes and projects.
 - Experience in qualitative data analysis, statistical analysis, mixed method approaches, report writing and data visualization.
 - Demonstrated ability to develop realistic project milestones and timelines and manage projects according to a mutually agreed upon plan
 - Experience of different measurement and evaluation frameworks and techniques, organisational learning and participatory learning techniques.
 - Cross-cultural communications track record. Experience working in the international development sphere, while based in a lower-middle-income country desirable.
 - Previous experience working with International NGOs/UN agencies desirable
- Excellent research writing and communication skills in English;
- Demonstrated ability to critically analyse and synthesise a range of material from secondary data sources and to present information in a concise yet thorough form.
- An appreciation and understanding of the road safety sector and the practical and contextual influences is preferable
- Consultant is aware of and willing to adhere to [AEA Guiding Principles or similar guidelines](#).

6. Schedule, Timelines and Deliverables

- Application deadline 11 March 2021
- Feedback and interviews 15-19 March 2021

Once the evaluator has been selected, the following work packages will be due. The exact dates are flexible and can be discussed with evaluator.

Work packages / action	Responsible	Timeline - tentative
(Virtual-) Kick-off meeting with Program M&E Team, GRSP and Fondation Botnar	Fondation Botnar	March 2021
Submission of Kick-Off meeting minutes and customized outline for final recommendation report	Assessment team	tbd
Desk study of program and m&e documents provided by GRSP and TGI	Assessment team	
Virtual meetings and discussion with program M&E team, GRSP and Fondation Botnar approx. 5 days	Assessment team	
Elaboration of draft assessment and guidance recommendation report	Assessment team	
Submission of draft report	Assessment team	
Feedback on draft report*	Fondation Botnar and GRSP	
Inclusion of feedback and submission of final reports and accompanying briefing slide decks	Assessment team	
Closing workshop with Program M&E Team, GRSP and Fondation Botnar	Assessment team	

*Aspects to be changed are factual errors that can be verified and unclear statements that would benefit from clarification.

Kick-Off Meeting

The assessment team is expected to attend a Kick-Off meeting and summarize and share its outcomes with Fondation Botnar and GRSP.

The Kick-Off meeting shall, among other things, provide an opportunity to review and customize the report template and discuss the learning and communication plans.

Evaluation Recommendation Report

The consultant is expected to deliver a report and a briefing slide deck that can be repurposed for various audiences in terms of learning.

The recommendations should address the programme needs and be used to justify the extent to which the program has met its intended objectives.

7. Specific conditions

Ownership/use of results

The ownership of the results / deliverables obtained in the framework of the study/context analysis, including the intellectual property right, belongs to the implementing organisations and Fondation Botnar as the beneficiary of the evaluation.

8. Application Process and Deadline

Application

The application file must include:

- Short description of a methodological approach/plan (max. 3 pages);
- Evaluation team capability statement (max 300 words);
- CV in English;
- A list of research papers, reports, or any other relevant online sources indicating where this content can be accessed;
- A financial offer which includes all costs and fees related to the evaluation tasks. Costs must be shown in CHF.

Deadline

Interested experts are requested to send their application package by 11 March 2021. Application documents can be electronically submitted to emoldovanyi@fondationbotnar.org