



**Call for Application
Short Term Consultant
Malaria CSO Platform, GMS Evaluation**

American Refugee Committee in Thailand, the host of the Regional Malaria CSO Platform, GMS calls for an application from interested Individual or organization to Evaluate Regional Malaria CSO Platform, GMS.

Application submission deadline: 9th December 2019 {Re-advertisement}
Available budget: USD 8,000

ARC is an international non-profit organization that has provided humanitarian assistance to millions of beneficiaries over the past 30 years. ARC works with refugee, IDP and affected communities in ten countries around the world, helping people regain control of their lives after conflict and natural disaster. ARC has been responding to the humanitarian/refugee crisis in Thailand since 1992 addressing issues relating to GBV, Health, and WASH sectors, with funding from BPRM, USAID, UNHCR, and many others. ARC is subrecipient of the Global Fund RAI2E grant and implementing malaria project in Thailand and Myanmar. ARC is also the host of the regional Malaria CSO platform GMS funded under the RAI2E.

1. Background

The Regional Malaria CSO Platform in the Greater Mekong Sub-region (GMS) is a network of more than 50 Civil Society Organizations (CSO) and community representatives from the Global Fund RAI implementing countries: Myanmar, Thailand, Cambodia, Lao PDR and Vietnam. The Platform serves as the CSO consultation mechanism for the RAI and RAI2E RSC CSO representatives.

The Regional Malaria CSO platform plays a key role in advocacy, communication and community engagement through different activities, for example, meetings, consultations, site visit, connecting CSOs for the technical assistance, and developing capacity in malaria grant implementation. The Platform provides a common space to all CSOs from the GMS that are working on malaria or working with malaria vulnerable and affected communities through other development programs (e.g. for education, human rights, and other health services).

The Regional Malaria CSO Platform is essential to document and share best practices, challenges and lesson learned in CSO engagement. Improved coordination between CSOs and government programs is important for better planning and collaborative work. The Platform supports CSOs and communities to understand different pathways for access to services and avoid unnecessary legal and policy barriers, discrimination, and stigma by reaching out directly to organization and networks that provide services and managed and run by the community.

The current objectives of the Malaria CSO Platform include:

- To provide an enabling environment for civil society actors to deliver and advocate for the delivery of adequate services to affected communities currently beyond the reach of mainstream services.

- To ensure a strong ‘last-mile’ response in national and regional elimination programs, thus safeguarding the Global Fund return on investment, and progressing elimination in the hard to reach areas and populations.
- To improve the coordination of CSO actors at all levels, NGO, Ethnic Health Organizations and National Programs and link them with the networks in the GMS region.
- To improve the technical capacity of CSO actors, where they sit outside the capacity building systems of national governments (peer support and formal training).
- To ensure a strong program focus on strengthened community systems through engagement with malaria volunteers (VMW/VHW/MMW/MMV/CHV).
- To bring the unique insight of CSO organizations to malaria elimination efforts, and in doing so, provide a voice to affected communities.
- Envision the forward-looking role of CSOs within the Health security agenda.

The Regional Malaria CSO Platform leverages existing CSO networks in each RAI2E implementing country through three main structures; the Project Advisory Team, the Steering Committee and the broader CSO community. These mechanisms also work closely with the RAI2E Regional Steering Committee (RSC) to ensure CSOs remain engaged in all decision-making levels (country, regional and global). The Project Advisory Team consists of one CSO focal person from each country, who facilitates the country level coordination and information sharing to the Regional CSO Platform. Their role is also to provide guidance and oversight to the Platform Secretariat. The Steering Committee is the main decision-making body of the Platform. It consists of 3 CSO members from each RAI2E country, elected by each national network, who collaborate on technical aspects of malaria elimination activities and coordinate regional work which meets the needs of each country and affected community. The broader CSO community is consulted and engaged in all regional activities and through the national networks. Their role is to share the voice of communities and learn from others’ experiences and evidence to improve efficiency and effectiveness of malaria elimination activities. More information is available at <http://www.malariafreemekong.org/>

Terms of reference

2. Purpose, Objectives and Scope of Evaluation

The evaluation of the Malaria CSO Platform should:

- Assess the outcome of the Platform in relation to its objectives and activities as set out in workplan and recommend ways of improving the delivery model in the future to improve results and sustainability.
- Assess how effectively the Platform has addressed the challenges and bottlenecks encountered in malaria elimination, including assessing the Platform’s rationale, relevance to direct and indirect beneficiary needs, and potential for scale-up.
- Verify whether activities were implemented effectively and efficiently to deliver expected and agreed results and identify opportunities for cost saving measures to ensure the Platform is accountable to communities, local stakeholders and the Global Fund.

The following key questions that the evaluation should seek to address include:

- What influence did the CSO Platform have at the country and regional level in the Greater Mekong Subregion?
- Did activities successfully achieve the expected results, and were they implemented effectively?
- How effective were the communication and advocacy strategies employed by the Malaria CSO Platform?
- To what extent did the project improve the development, functionality and role of civil society organizations and communities in each implementing country?
- To what extent were identified populations engaged and represented in Platform activities?
- How effective was the governance mechanism (including CSO Representatives, the Secretariat, Focal Points, Steering Committee and Partners) at planning, coordination, decision making and implementation of key Platform activities.
- What are the current challenges in achieving malaria elimination in the Greater Mekong Subregion and what is the unique role that the CSO Platform has to address those challenges?
- What did participants of platform activities (e.g. consultations and trainings) take away or perceive about the Platform?

3. Methodology

The CSO Platform is committed to supporting malaria elimination efforts in the Greater Mekong Subregion and by doing so, ensuring that there is a rigorous evaluation framework which will produce evidence related to its relevance, effectiveness, efficiency, and sustainability.

Existing information can be collected from available secondary sources including the Malaria CSO Platform website, published materials by Platform partners and the Malaria CSO Platform Secretariat. As such, a wide amount of data will be readily available for the evaluation.

Applicants should outline in detail the evaluation design and methodology they propose to use, and the potential risks and challenges for the evaluation and how these will be managed. The Malaria CSO Platform does not endorse a particular methodology for this evaluation, and therefore Applicants are invited to proposed approaches and methods which they believe will most effectively and efficiently answer the different priority questions and meet the purpose of the study within the time available. The successful Applicant will then refine this methodology during inception, in consultation with the evaluation supervisor who will represent the Malaria CSO Platform's Project Advisory Team.

The Applicant will adhere to international best practice standards in evaluation and ethics of research and evaluation during the implementation of this ToR.

The methods and assessment frameworks employed for this evaluation should facilitate the collection and analysis of data, be relevant to the questions outlined in section 2 (above) and make optimal use of existing data. Methods to be used in the evaluation should, at a minimum, include:

- Review of key documents. A table of key programme and project documents will be provided by the Malaria CSO Platform Secretariat to the evaluator with further assistance available if required.
- Interviews with key informants, which should be done in by Skype (or other video communication software), and where possible, join local consultations that have been organized by the Platform Secretariat. These key informants may include:
 - The Malaria CSO Platform host and Secretariat
 - Focal Points and Steering Committee from each of the implementing countries
 - Platform CSO Partners from each of the RAI2E implementing countries
 - RAI RSC members and secretariats
 - Other key partners including donors, government representatives and malaria affected populations.
- Surveys or other data collection methods to solicit input from additional stakeholders should be used as a secondary method only. If online surveys are used, these should be rigorously designed with appropriate sampling methods and expectation of acceptably high response rates.
- The Applicant might also consider conducting a review of other relevant literature and findings on ensuring relevance and use of evaluation findings by governments and policy makers.

4. Skills and Qualifications

The Applicant(s) will an expert(s) with the following essential and desirable profiles and qualifications:

Essential:

- Knowledge of development evaluation methods and techniques, including a thorough understanding of data collection, evaluation methodologies and design, and strong qualitative and quantitative research skills
- Solid and diversified track record and experience with community or civil society networks focusing on health or social justice
- Fully conversant with the principles and working methods of project cycle management.
- Local experience working in at least one of the countries within the Greater Mekong Subregion including Myanmar, Thailand, Laos, Cambodia and Vietnam.
- Full working knowledge of English and excellent report writing ability

Desirable:

- Understanding and practical experience with malaria, and an understanding of the concerns of malaria affected populations including migrant, mobile and ethnic monitory populations
- Ability to communicate effectively through a translator and develop quality control mechanisms to consider variations across the languages of the Greater Mekong Subregion

Applicants employed by organizations that are Malaria CSO Platform Partners, or who regularly participate in Platform activities will not be considered. The evaluator is expected

to be completely independent of the operations and implementation of the Malaria CSO Platform’s governance and activities.

Achieving a high level of independence is critical to the success of any evaluation, and therefore independence of the reviewers themselves from RAI2E implementation will be a preliminary screening criteria of the Selection Committee. Applications will only be considered if they contain all required documents according to the TOR.

5. Logistics and Procedures

The evaluator will formally report to an independent representative of the Malaria CSO Platform, determined by the Project Advisory Team (PAT). Day to day support, coordination with relevant stakeholders/participants and any potential travel arrangements will be supported by the CSO Platform Secretariat.

In the event of any major disagreement over the content of the evaluation, the CSO Platform Secretariat will endeavour to find a consensus, and if necessary, ensure that any strategically critical dissenting perspectives are acknowledged in the final report.

6. Outputs

The Malaria CSO Platform expects the Applicant to deliver outputs according to the following planned timeline:

Due Date	Deliverable
Mid-December	A draft evaluation plan and methodology, including draft questions for discussion with the evaluation supervisor
End-December 2019	A completed evaluation plan and full methodology, including baseline questions for the evaluation
Mid-February 2020	A first draft of the final report submitted to the evaluation supervisor for discussion, and submission of all data collected (surveys results and interview transcripts/recordings where appropriate)
End-February 2020	A final evaluation report and summary report of publishable quality written in English. More specifically: <ul style="list-style-type: none"> • A full, jargon-free final evaluation report including actionable recommendations and an executive summary. The report should include a full list of references and appendices including the evaluation framework, workplan, list of interviewees and participants, and any background information and supporting data including sources; • An accessible summary report to be published and shared across project partners and stakeholders internationally.
5-6 March 2020	A power-point presentation to the GMS CSO Platform at the end of final evaluation, detailing evaluation framework, process, findings and actionable recommendations

7. Reporting and Contracting Arrangements

The Applicant will:

- Develop a rigorous plan and methodology for the evaluation;
- Map and review Platform documentation and conduct other data collection methodologies to fulfil the evaluation as approved by the Malaria CSO Platform;
- Produce full and summary final evaluation reports.
- Share findings to Malaria CSO Platform partners during the March 2020 Regional Consultation

The GMS CSO Platform will:

- Make available all appropriate documentation and resources for the evaluation.
- Support the coordination of key informant interviews and ensure that key implementing CSO staff in each GMS country are available for interviews.
- Coordinate timely feedback to the draft evaluation reports and submit a management response to the final full report

Applicants for this consultancy must submit the following documents to the Contact Person (section 9) **by 9th December 2019:**

- A proposal demonstrating your understanding of the assignment and how you would approach the work, including proposed methodologies, any foreseen challenges, timeline and budget.
- An up-to-date CV or organisational record with CVs for relevant staff.
- Expression of interest and simplified methodology (max 5 pages)
- Example of previous work

8. Budget

Applicants' proposals must include a detailed and competitive budget inclusive of all fees, costs and taxes. Applicant(s) are responsible for managing their own tax contributions.

The awarded budget (maximum US\$ 8000) will be determined according to the proposed evaluation methodologies and plan put forward by Applicant and based on a competitive process to ensure that the research questions are addressed effectively and efficiently.

9. Contact

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cc - Dr. Sai Nay Min Shein (sai.shein@arcrelief.org)

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American Refugee Committee

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