

‘The Fourth Primary Education Development Program (PEDP4)(1st Revised)’

Terms of Reference (ToR)

Verification of

DLI Target 6.4: At least 60% of children in LCs since Year 4 remain enrolled in the LCs or back to school.

August 2023



IVA Unit

Implementation Monitoring and Evaluation Division (IMED)

Ministry of Planning

Monitoring and Evaluation Sector-6

Sher-e-Bangla Nagar, Dhaka-2007

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Acronyms

Acronyms	Definition
BNFE	Bureau of Non-Formal Education
CPD	Continuous Professional Development
DLIs	Disbursement Linked Indicators
DPE	Directorate of Primary Education
DPEd	Diploma in Primary Education
DPP	Development Project Proposal
IMED	Implementation Monitoring and Evaluation Division
ISAs	Implementation Support Agencies
IVA	Independent Verification Agency for DLIs
IT	Information Technology
LC	Learning Centre
MoPME	Ministry of Primary and Mass Education
PECE	Primary Education Completion Examination
PEDP3	Third Primary Education Development Program
PEDP4	Fourth Primary Education Development Program
OOSC	Out-of-School Children
RDPP	Revised Development Project Proposal
TOR	Terms of Reference



Terms of Reference (ToR)

Verification of

DLI Target 6.4: At least 60% of children in LCs since Year 4 remain enrolled in the LCs or back to school.

DLI 6 (Educational opportunities for OoSC) is related to component two stated as 'Equitable Access and Participation' of PEDP4(1st Revised). The objective of the sub-component 2.5: Out-of-school children is to reduce the number of children aged 8-14 years who have never enrolled or dropped out. To address and evaluate the accomplishment of the above objective, Disbursement Linked Indicator (DLI) target 6.4 (At least 60% of children in LCs since Year 4 remain enrolled in the LCs or back to school.) is fixed up as one of the indicators.

1. DLI: Definition and Protocol

DLI 6: Educational Opportunities for OOSC

DLI Target 6.4:

At least 60% of children in LCs since Year 4 remain enrolled in the LCs or back to school.

Definition:

The OOSC who were enrolled in LCs in Year 4 under the program or back to school.

Achievement Description:

This target is considered achieved when at least 60% of learners enrolled in LCs since year 4 are either back to school or continuing in LCs.

Source of verification:

The evidence to be submitted: report from BNFE/DPE using administrative data.

2. According to Verification Action Plan: DLI target 6.4

Year	DLI targets	Verification Protocol & Approach	Responsible (IVA Unit/Experts /Survey firm)	Time Schedule (Tentative) (Depends on DLI's declaration)		
				FY	Review Period	Report Submit
Year-5	6.4: At least 60% of children in LCs since Year 4 remain enrolled in the LCs or back to school.	As Per ToR conducting Sample Survey with desk review.	a) IVA unit b) Deployed consulting firm for survey.	2023-24	August-September, 2023	October, 2023

3. ToR of the Current Assignment:

- a) To review and verify the achievements of declared DLI target 6.4 whether this DLI target is achieved according to the verification protocol (definitions, description of achievement & Sources) and relevant tools and techniques;
- b) To review and verify the budget utilization, efficiency and effectiveness; as well as the effectiveness of the current cohort model, in particular addressing the needs of older learners;
- c) To prepare the Verification Report (RVR: Result Verification Report) according to the prescribed or standard verification format emphasizing all the essential elements and submitted evidence;
- d) Consulting firm will visit schools/learning centers sampled from the BNFE report and verify the physical presence of students in the list. The sample size will be statistically significant covering all related districts;
- e) To verify and evaluate at least 60% of children in LCs since Year 4 remain enrolled in the LCs or back to school of this DLI target;
- f) To evaluate what is the present status of these OOSCs in terms of learning, timing, LCs Learning environment and also an existing problem(s) & reason(s);
- g) To compare the targets and actual achievement of DLI target 6.4 (achieved, not achieved, partially achieved, extent to which achieved);
- h) To review all the submitted documents/evidence and analyze them to compare with the field data.
- i) To examine whether DLI targets have been delayed to meet because of untimely financing, managerial inefficiency and also identify/analyze the reason(s) and responsible factors for such delay;
- j) To analyze the strengths and weaknesses and identify potential threats and challenges (SWOT analysis) towards the achievement of the DLI target 6.4;
- k) To make specific recommendations based on the findings of the verification study;
- l) To accomplish other relevant tasks assigned by the Authority within the contract period.

4. Professionals required for the verification works.

No	Types of Professionals	Educational Qualification	Experience required
1.	Consulting Firm	--	<ul style="list-style-type: none"> At least 3 (three) years overall working experience in a relevant field.

			<ul style="list-style-type: none"> At least 3 (three) studies in similar field/ nature.
2.	Professionals of Consulting Firm:		
	(a) Team Leader	<p>Master's Degree in Education/ Development Studies/Social Sciences/ Population Sciences/ relevant fields from any recognized University.</p> <p>Higher degrees in relevant fields will be given preference.</p>	<ul style="list-style-type: none"> At least 10 years of overall working experience in the research field. Experience in at least 3 (three) monitoring and evaluation studies as a Consultant. More relevant experiences will be given weightage. At least 2 (two) studies working experience as a Team Leader.
	(b) Specialist (Monitoring & Evaluation)	<p>Master's Degree in Project Management/Monitoring & Evaluation (M&E)/relevant fields from any recognized University.</p> <p>Or, Master Degree in any field with Postgraduate diploma in Project Management/ M&E from any recognized University.</p>	<ul style="list-style-type: none"> At least 5 years overall working experience in related fields. At least 2 (two) monitoring and evaluation studies as a Consultant.
	(c) Sociologist	<p>Master's Degree in Sociology/Social Work/Social Welfare from any recognized University.</p>	<ul style="list-style-type: none"> At least 5 years overall working experience in related fields. At least 2 (two) monitoring and evaluation studies as a Consultant.
	(d) Statistician	<p>Master degree in Statistics from any recognized university.</p>	<p>At least 5 years experience in conducting survey/research, data management activities and analysis etc.</p>

5. Deliverables from consultant & Schedule of Deliveries

Verification approaches	List of reports & No.	Schedule of Deliveries
Sample Survey with Desk Review.	Inception report	Within 10 Days from the date of contract Signing
	1st Draft report	Within 45 Days from the date of contract Signing
	2nd Draft report	Within 55 Days from the date of contract Signing


Final report

Within 60 Days from the date of contract Signing

- 60 nos. copies report for 3 nos. Technical Committee's meeting (20 Copies per meeting);
- 60 nos. copies report for 3 nos. Steering Committee's meeting (20 Copies per meeting);
- 130 nos. copies report for Workshop;
- 50 nos. copies final report;
- All reports will be submitted to the Director General, Monitoring and Evaluation Sector-6 (Education and Social), IMED.

6. Data, Personnel, and Facilities to be provided by the Client

- Project/DLI related following documents will be provided by the client; (Project document (DPP/RDPP)/ Evidences of DLIs achievements/ prescribe format etc.)
- Provide necessary assistance for the communication with different stakeholders.


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মহাপরিচালক
আইএমইডি, পরিকল্পনা মন্ত্রণালয়
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