

Terms of Reference for Hiring Consulting Firm for Impact Study/End line Survey of Component-3, SCMFP

Procurement Package No. S- 4.0 (SCMFP)

The Social Development Foundation (SDF), an autonomous non-profit organization registered under the Companies Act 1994, was founded in 2000. With a primary focus on poverty alleviation, SDF has demonstrated significant success over its 20-year history. The foundation implements multidimensional programs, impacting the lives of disadvantaged individuals, emphasizing sustainable village institutions, women's empowerment, economic capacity-building, and the overall well-being of communities.

1. PROJECT BACKGROUND

The Sustainable Coastal and Marine Fisheries Project (SCMFP) is a collaborative five-year initiative by the Department of Fisheries (DoF), Ministry of Fisheries and Livestock, Bangladesh, and the Social Development Foundation (SDF), Ministry of Finance. The project aims to establish an effective governance and management system for the sustainable use of coastal and marine fishery resources, serving as a crucial catalyst for poverty reduction and economic growth. SDF, as the co-implementing agency, is actively engaged in Component 3: Community Empowerment and Livelihoods Transformation across 45 coastal upazilas in 13 districts spanning Khulna, Barishal, and Chottogram regions.

The Government of Bangladesh (GoB) has launched a comprehensive, multi-year program to enhance the management and economic performance of the coastal and marine fisheries sub-sector. The Department of Fisheries (DoF) under the Ministry of Fisheries and Livestock (MoFL) serves as the implementing agency. Phase 1 of the Sustainable Coastal and Marine Fisheries Program (SCMFP), financed by the International Development Association (IDA) of the World Bank Group, is actively underway.

The SCMFP is structured into four components: Component-1: Enabling Sustainable Fisheries Sector Investment and Growth; Component-2: Improving Infrastructure and Production Practices; Component-3: Community Empowerment and Livelihoods Transformation; and Component-4: Project Management and Monitoring. This narrative specifically highlights Component 3 activities, closely aligned with the outlined assignment, which focuses on empowering communities and transforming livelihoods.

THE SCMFP'S PROJECT DEVELOPMENT OBJECTIVE (PDO)

PDO indicator 1: Issuance of industrial fishing licenses in line with precautionary principle;

PDO indicator 2: Share of industrial and motorized artisanal vessels with installed and functioning vessel monitoring and distress communication equipment;

PDO indicator 3: Share of landed catch and aquaculture production in targeted coastal belt fisheries in safe handling according to defined criteria;

PDO indicators 4: *Targeted households with access to project-promoted livelihood activities outside of capture fisheries (disaggregated by sex).*

Component-3 is aligned with the targets of PDO indicator 4 and a Community-Driven Development (CDD) approach along with co-management strategies with a package of investment and financial support aiming at strengthening community fisheries management and transforming livelihoods in poor fishing communities by reducing dependence on fishing. The project would be active in 450 villages aiming at establishing 100 Model Fishing Villages (MFVs in Phase-I) out of these villages, which will be scaled up in Phase II upon achieving successful results.

The Project Development Objective (PDO) is to increase coastal and marine fisheries' contribution to the economy, poverty reduction, and environmental stability.

Intervening component under Component-3

Community Empowerment and Livelihoods: The component uses a community-driven development (CDD) approach and a package of investment and financial support aiming at strengthening community fisheries management and transforming livelihoods in poor fishing communities by reducing dependence on fishing. The pilot activities of Phase I will focus on up to 450 villages and include the establishment of up to 100 model fishing villages (MFVs), which, if successful, will be scaled up in Phase II. Under this component, the following sub-component are:

Subcomponent 3.1 Fishing community institutions and alternative livelihoods development - will support (i) fishing communities to establish in community institutions and strengthen their capacity; (ii) community training on fisheries management, nutrition, climate and disaster risk reduction, and livelihood diversification for 20,000 individuals; (iii) designation and development of up to 100 MFVs and piloting of fisheries co-management and community enforcement.

Subcomponent 3.2 Business development and market linkages for alternative livelihoods-will focus on (i) building/strengthening producer organizations in fishing communities; (ii) Establishing Fishers' Federation for sustainability of the village institutions and co-management activities (ii) as per PAD, providing grant support to business development for livelihood diversification; (iii) facilitation of market linkages with producers in fishing communities prioritizing MFVs; (iv) large-scale vocational training; and (v) providing opportunities for youth and fishermen in fishing households to access wage employment.

2. PROJECT BENEFICIARIES

A total of **54,000** households, whose livelihoods are completely tied with the coastal fishing and are heavily dependent on fishing.

3. PROJECT AREA

The project has three regions (southeast, central, and western coastal), under which a total of 13 districts are being covered fewer than 3 divisions such as Chattogram, Khulna and Barishal. A total of 45 upazilas are covered by three regions.

Sl No	Division	District	Upazila
1	Khulna	1. Khulna	1. Dacope
			2. Pickgacha
			3. Dumuria
			4. Koyra
		2. Bagerhat	5. Rampal
			6. Mongla
			7. Sarankhola
		3. Satkhira	8. Shyamnagar
		2	Chattogram
10. Tecnaf			
11. Maheskhali			
12. Kutobdia			
5. Noakhali	13. Subarnachar		
6. Feni	14. Sonagagi		
7. Laxmipur	15. Sadar		
	16. Ramgati		
3	Barishal		
		18. Bakerganj	
		19. Ujirpur	
		20. Banaripara	
		21. Muladi	
		22. Mehendiganj	
		9. Jhalakati	23. Rajapur
		10. Barguna	24. Sadar
			25. Amtali
			26. Taltoli
			27. Patharghata
		11. Pirojpur	28. Sadar
			29. Zianagar
			30. Nazirpur
			31. Mathbaria
			32. Bhandaria
		12. Patuakhali	33. Sadar
			34. Kolapara
			35. Rangabali
			36. Golachipa
			37. Dasmina
			38. Baofall
		13. Bhola	39. Sadar
			40. Daulatkhan
			41. Borhanuddin
42. Tazumuddin			
43. Ialmohan			
44. Charfason			
45. Monpura			
Total	3	13	45

4. Assignment Background

The Sustainable Coastal and Marine Fisheries Project (SCMFP) is a strategic initiative led by the Government of Bangladesh, in partnership with the Department of Fisheries (DoF) and the Social Development Foundation (SDF), aimed at enhancing the sustainable management of coastal and marine fishery resources. This project, initially set for five years with a two-year extension, is financed by the International Development Association (IDA) of the World Bank Group. It seeks to address critical challenges in the fisheries sector while promoting economic growth, poverty reduction, and environmental stability. Component-3 of SCMFP, titled "Community Empowerment and Livelihoods Transformation," is central to achieving the project's overarching goals. This component employs a Community-Driven Development (CDD) approach along with a comprehensive support package to enhance community fisheries management and transform livelihoods in economically disadvantaged fishing communities. By reducing dependence on traditional fishing practices, Component-3 aims to alleviate poverty and improve the overall well-being of these communities. Operating across 45 coastal upazilas in 13 districts of the Khulna, Barishal, and Chattogram regions, Component-3 targets approximately 54,000 households dependent on marine fishing. Its strategies include strengthening community institutions, providing capacity-building through training in fisheries management and climate risk reduction, and establishing 100 Model Fishing Villages (MFVs) in Phase I, with plans to scale successful models in Phase II. The component also focuses on building producer organizations, forming a Fishers' Federation, supporting business development, facilitating market linkages, offering large-scale vocational training, and creating employment opportunities. The impact assessment aims to evaluate the effectiveness and outcomes of these interventions, measuring their impact on community dynamics, governance, livelihoods, and environmental sustainability.

This comprehensive evaluation will provide insights into the success and areas for improvement of Component-3, guiding future project phases and contributing to the Borrower Implementation and Results Completion Report (BICR).

5. Description of Works

The specific objectives for the Impact Assessment of Component-3: Community Empowerment & Livelihoods Transformation under the Sustainable Coastal & Marine Fisheries Project (SCMFP) are delineated as follows:

- A. Evaluate the impact of Component-3 on participation and leadership dynamics within fishers' communities.
- B. Assess the effectiveness of capacity-building initiatives on community institution governance and management.
- C. Measure the impact of awareness-raising activities on illegal fishing and their effectiveness in enhancing vigilance among the 54,000 households.
- D. Examine the outcomes of additional assistance to the top-performing 100 villages, focusing on improvements in fishing practices, livelihoods, and reduction of IUU fishing.
- E. Evaluate the performance of Fisheries Co-Management Committees in enforcing fishing bans and promoting legal fishing practices.
- F. Assess perceived improvements in fish stock availability and determine the contribution of project interventions to this increase.
- G. Rank the interventions in Model Fishers Villages based on their impact on community well-being and economic benefits.

- H. Assess the success of alternative income generation activities initiated by project beneficiaries and their contribution to household income.
- I. Evaluate the influence of the project on community savings behavior and relationships with fisheries authorities.
- J. Examine the transformation of alternative livelihoods, including the success rate of households transitioning to new livelihoods and the impact on employment opportunities.
- K. Assess the impact of small-scale infrastructure development on access to markets, schools, and healthcare services in the 450 fisher villages.
- L. Identify unintended factors affecting project impacts and provide recommendations for future project phases.
- M. Identify significant changes resulting from the project intervention through stories of change from beneficiaries and stakeholders.
- N. Examine the contribution of the co-management approach to increased awareness and vigilance regarding fish conservation laws among project beneficiaries.
- O. Compare the result of t
- P. Evaluate the 100 Model Fishers Villages separately and rank the 100 Model Fishers Villages based of the results.

6. Focus Areas

A. Empowering Fisher Communities and Leadership Dynamics

Evaluate the transformative impact of Component-3 on the participation and leadership dynamics within fishers' communities. This includes analyzing how the project has increased the involvement of fisher communities in decision-making processes and elevated their leadership roles within community committees. The assessment will explore changes in community governance structures, the empowerment of community members, and the overall enhancement of leadership capacities.

B. Assessing Capacity Building within Fisher Communities

Assess the effectiveness of capacity-building initiatives implemented under Component-3. The focus will be on investigating the impact of training on the governance and management of community institutions, with particular attention to committee members who underwent training. This assessment will evaluate the improvement in skills, knowledge, and effectiveness of community leaders and members as a result of the training programs.

C. Measuring the Impact of Awareness and Education

Assess the effectiveness of awareness-raising activities on illegal fishing organized by Village Fisheries Co-Management Committees. The impact of these activities on enhancing awareness and vigilance among the 54,000 households in the project areas regarding fish conservation laws will be measured. The assessment will evaluate changes in community attitudes, knowledge levels, and behaviors towards illegal fishing practices and fish conservation.

D. Examining Outcomes of Model Fisher's Villages

Examine the outcomes resulting from the additional assistance provided to the top-performing 100 villages and the establishment of producer groups to promote appropriate fishing practices in each Model Fisher Village. This assessment will focus on how project interventions have influenced fishing

practices, reduced overfishing, addressed IUU (Illegal, Unreported, and Unregulated) fishing, and improved livelihoods. The success and sustainability of these interventions will be analyzed.

E. Evaluating the Performance of Fisheries Co-Management Committees

Evaluate the effectiveness and performance of Fisheries Co-Management Committees in enforcing fishing bans, advocating legal fishing practices, and engaging with various stakeholders for fisheries management development. The assessment will also examine the extent of power-sharing between the government and communities in fisheries development through the co-management approach. The functioning, challenges, and successes of these committees will be analyzed.

F. Assessing Enhanced Fish-stock Availability

Assess the perceived improvements in fish stock availability in project areas. The assessment will evaluate the extent to which project interventions have contributed to the observed increase in fish stock. This will involve collecting data on fish populations, fishing yields, and the ecological health of fishing areas, comparing baseline data with current observations.

G. Examining the Impact on Fish Conservation Awareness

Examine the contribution of the co-management approach to heightened awareness and vigilance regarding fish conservation laws, regulations, and norms among project beneficiaries. This assessment will measure changes in knowledge, attitudes, and behaviors related to fish conservation, as well as the effectiveness of awareness campaigns and community engagement efforts.

H. Evaluating the Success of Alternative Income Generation Activities

Assess the success of alternative income generation activities initiated by project beneficiaries (fisher households) and their overall contribution to household income. The assessment will analyze the percentage increase in average annual household income, focusing on the role of Alternative Income Generation Activities (AIGA). Success stories, challenges, and the sustainability of these activities will be explored.

I. Assessing the Impact on Community Savings and Relationships

Evaluate the influence of the project on the community's savings culture. The assessment will assess how regular participation in awareness sessions has improved relationships with fisheries authorities and facilitated better dissemination of fisheries-related information. Changes in savings behavior, financial literacy, and community trust in fisheries management will be analyzed.

J. Evaluating the Transformation of Alternative Livelihoods

Examine the percentage of fishing households successfully transitioning to alternative livelihoods. Assess the impact of the project on creating employment opportunities for previously unemployed or underemployed individuals. The assessment will evaluate the success rates, sustainability, and economic impact of these alternative livelihoods, along with the challenges faced by beneficiaries in making this transition.

K. Assessing the Impact of Infrastructure Development

Evaluate the impact of small-scale infrastructure development across all 450 fisher villages. This involves analyzing how infrastructure improvements have enhanced access to markets, schools, and healthcare services. The assessment will measure the tangible benefits of infrastructure development on community mobility, economic opportunities, educational attendance, and healthcare access.

L. Ranking the Interventions of Model Fishers Village

Rank the interventions in Model Fishers Villages based on the impact generated. This involves conducting detailed evaluations of each intervention to understand their contributions to improved fishing practices, economic benefits, and overall community well-being. Structured surveys, interviews, and focus group discussions will be used to gather both quantitative metrics and qualitative feedback from the community. The collected data will be analyzed to identify key success factors and areas with significant positive effects. A comprehensive ranking framework will be developed, incorporating criteria such as sustainability, scalability, cost-effectiveness, and community acceptance. Interventions will be scored and ranked accordingly to highlight those with the most substantial impact.

M. Identifying Unintended Factors Influencing Project Impacts

Identify unintended factors that have influenced the project's impacts, both positively and negatively. This involves a thorough review of all project activities and outcomes using qualitative and quantitative methods. Data will be gathered from project reports, stakeholder interviews, and beneficiary feedback. Root cause analysis techniques will be applied to understand how and why these unintended factors emerged, focusing on gaps in project planning or implementation. Stakeholder consultations, including community members, project staff, and external experts, will provide diverse perspectives. Through workshops and focus group discussions, the assessment will explore these factors in depth, analyzing their causes and effects. Recommendations will be made to mitigate negative impacts and enhance positive outcomes in future project phases.

N. Identifying the Most Significant Changes Made by the Project Intervention

Identify the most significant changes brought about by the project intervention using the Most Significant Change (MSC) technique. This involves collecting and analyzing stories of change from project beneficiaries and stakeholders, focusing on significant transformations in individuals' lives, community dynamics, and environmental conditions. Interviews and focus group discussions will be conducted to gather these narratives, ensuring diverse perspectives are captured. The collected stories will be validated through triangulation with other data sources and stakeholder feedback.

O. Justify the rational of Theory of Changes (TOC)

Examine all aspects of poverty intervention elements in order to change the configuration of livelihoods for coastal fishing households, giving particular attention to the project's pre- and post-intervention effects. Component 3's TOC framework can be thoroughly examined to comprehend the significant changes that happen during project support.

7. **METHODOLOGY & TOOLS**_[SK1]

The selected firm is expected to follow a mixed-methods approach to conduct a comprehensive assessment of the project activities. This approach will integrate both qualitative and quantitative methodologies to evaluate the impact of the project. The assessment aims to measure the progress of the indicators outlined in the Result Framework of the Project Appraisal Document (PAD) and the Log-frame in the DPP.

The firm will conduct a comparative analysis between the baseline results and the current impact, identifying which activities have contributed most effectively to the project's goals. To achieve this, the firm will undertake a beneficiary assessment through a quantitative survey. An appropriate sample size and respondent selection will be proposed by the firm, with cluster sampling expected to be used for selecting sample units.

For qualitative data collection, the firm will utilize various methods including the Most Significant Change (MSC) approach, Focus Group Discussions (FGDs), in-depth interviews, and Key Informant Interviews (KIIs). Additionally, a separate survey will be conducted in 100 Model Fishers Villages. These villages have specific activities that necessitate distinct questionnaires and evaluation tools. The firm will employ these tailored tools to assess the additional activities in these villages.

There are 17 activities identified in the Model Fishers Villages. The firm will evaluate all 17 activities, assessing their appropriateness based on the expected impact outlined by the project. Following this assessment, the firm will rank these activities and provide recommendations on which should be replicated in Phase-II of the project.

Furthermore, the firm will identify any unintended factors that have contributed to the project's impact and provide recommendations for adjustments or additional measures to be implemented in Phase-II. This thorough assessment and analysis will ensure that the most effective activities are continued and enhanced in the subsequent phase of the project. Moreover, the firm can introduce better methodology to assess the actual significant impact of the project beneficiaries.

8. **REPORTING AND DELIVERABLES**

The Expected deliverables from the midterm evaluation:

Deliverable 1	An Inception Report and work plan , including detailed agreed approach including: Inception Meeting (Methodology, Survey Instruments, Checklist for FGD, KII and MSC)
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Deliverable 2	<p>Submission of report including:</p> <ul style="list-style-type: none"> ✓ Refined evaluation research questions ✓ Main sources of information ✓ Methods for data collection and analysis including sampling methodology ✓ Evaluation activities, and a description of the evaluation process. ✓ Timelines that are agreed with all project staff for (field) visits and activities with target groups and possible other external stakeholders ✓ Data collection tools draft (e.g., survey questionnaire, MSC, FGD or KII guides) ahead of field work ✓ Division of work within team of consultants. ✓ Field testing report along with data collection tools; ✓ Share survey schedule;
Deliverable 3	Field Survey report
Deliverable 4	Draft Impact Assessment report with 10 Success Stories
Deliverable 4	Sense-making workshop to the project team to define implications of the preliminary assessment findings for programmed design, implementation strategies and future, Indicators with target, reporting mechanism
Deliverable5	Submission of Final report (including summary) along with brief version findings for publication of the report (4 Hard Copes, 4 Soft Copies in 4 Pen drives).
Deliverable6	<p>Printing of Project Summary outcomes report (Graphical) :</p> <ul style="list-style-type: none"> • Type of documents :Project deliverables, soft copies available. • Number of documents : xxx • Number of copies for each type :xxx • Paper quality :100 GMS art card/80 GSM offset paper. • Size : A4/as per sample • Binding :Juice binding • Mono/multi-color :Multi-colour. •

9. Team Composition

Team Leader (1 Position): The Team Leader should have a PhD in Economics, Agriculture, Fisheries, Social Science, or relevant fields. S/he should possess excellent analytical skills and at least 20 years of experience in conducting field research, surveys, and impact evaluation of social development projects. Familiarity with the latest software applications in socio-economic analysis and expertise in monitoring and evaluation techniques are essential. The candidate should be well-versed in rural economy, community development, and participatory methodologies. Additionally, s/he must be conversant with sampling techniques and demonstrate a strong orientation toward applied research in rural communities and poverty. Familiarity with community participatory processes and gender issues will be an added advantage.

Livelihood Specialist (1 Position): The Livelihood Specialist should have a Master’s degree (preferably PhD in social science) in Social Science or Agriculture. S/he must have at least 20 years of experience in conducting field research, impact evaluation, and analytical work focused on livelihood strategies and improvement.

Fisheries Specialist, 1 position: The Fisheries Specialist should have a Master’s degree in Fisheries or Zoology. S/he should have at least 15 years’ experience in conducting field research, impact evaluation, and having adequate analytical skills in livelihood strategy and improvement.

Statistician (1 Position): The Statistician should hold a Masters in Statistics with excellent statistical and analytical skills. The candidate must have at least 15 years of relevant experience, particularly in sample design and data analysis for social development studies.

Supervisor (1 Position): The Supervisor should have a Master’s degree in Social Science with substantial experience in field surveys or related research studies. S/he should have a minimum of 5 years of experience in supervising field surveys and ensuring data quality control.

Enumerators (Multiple Positions): Enumerators should have at least a Bachelor’s or Master’s degree in any discipline. They must have a minimum of 2 years of experience in data collection and field-based research activities.

10. Procurement Method:

The firm will be hired using the Consultant’s Qualification Selection (CQS) method, following the World Bank guidelines for the selection and employment of consultants.

11. Payment Schedule:

The duration of the contract for this assignment is 90 days, starting from the date of contract signing.

No.	Deliverables	Deadline	Percent of Payment
1	Inception Report and Work Plan, including: <ul style="list-style-type: none"> ✓ Refined evaluation research questions ✓ Main sources of information ✓ Methods for data collection and analysis, including sampling methodology ✓ Evaluation activities and description of the evaluation process ✓ Timelines agreed with project staff for field visits and activities with target groups and stakeholders ✓ Draft data collection tools (e.g., survey questionnaire, MSC, FGD, or KII guides) ✓ Division of work within the team of consultants 	10 days after signing the contract	15%
2	Develop survey Methodology, Survey Instruments, Checklist for FGD, KII, and MSC and share with SDF	20 days after signing the contract	20%
3	Completion of field survey with 10 Success Stories	Within 60 days of the contract signing	25%

4	Sense-making workshop to the project team to define implications of the preliminary findings for program design, implementation strategies, and indicators with targets and reporting mechanisms	Within 75 days of the contract signing	40%
5	Final Impact Assessment Report (4 Hard Copies and 4 Soft Copies in 4 Pen Drives)	Within 90 days of the contract signing	

12. Ownership of Data and Consultant's Outputs

This assignment is funded by SDF, which retains full ownership of all outputs produced under this consultancy. The consultant will not claim ownership of the data or any deliverables produced as part of this assignment. All reports and outputs generated during the consultancy will be considered the property of SDF. The consultant is prohibited from using or reproducing the content of these documents without prior written consent from SDF.

13. Eligibility Criteria required for Selection of Consulting Firm/Organization for Impact Study/ Endline Survey of Component-3, SCMFP of SDF.

a. Registration of firm/organization

- The Firm/Organization must have at least ten (10) years of working experience in similar assignment for the social-economic studies.

b. The experience of the firm(s)/organization(s) shall be required to conduct similar tasks

- The firm/organization shall have adequate working experiences on such assignment e.g. Impact Study/End Line survey of similar type of livelihood improvement/transformation project(s).

c. Availability of resources including support services/logistics

- The firm/organization shall have an office with well-equipped facilities for training, logistics, and both professional and support staff.

d. Financial Strength

- Provide audited financial reports for the last three (3) years.
- Attach a current bank solvency certificate with a minimum balance of BDT 50 lakh.

e. Evidence if firm's bank account

- Shall submit current bank statement(s)

f. Competencies

- Completion at least two End-line study specially in social development over the last two years (2023 & 2024);

g. Joint-Venture Provisions

- Submit an inter-relationship agreement between joint-venture organizations with evidence of complementary proficiencies and achievements.

h. Tax Compliance

- Must follow Government of Bangladesh (GoB) VAT and Tax policies.
- Must submit TIN, Valid Return Submission Certificate, and BIN with the EOI.

14. Application Submission Requirements

Interested applicants must prepare their Expression of Interest (EOI) along with supporting documents and meet all specified requirements to ensure eligibility. Ensure compliance with all stipulated guidelines for submission.