



Network Activities Group (NAG)

No.51, Shukhinthar Street, Rose Garden , Ward- 27, North Dagon Township, Yangon, Myanmar.
Tel: 09-450694361~5, Email: info@nagmyanmar.org, Web: www.nagmyanmar.org

EXPRESSION OF INTEREST

Reference No: NAG 096-2023

Consultancy Service for “Participatory Monitoring & Evaluation of CBOs”

Project Title	Gulf of Mottama Project (GoMP)
Country	Myanmar
Position	Consultancy team for “Participatory Monitoring & Evaluation” of CBOs
Duration	Short Term – 27 working days
Location	Mon State (Kyaikto, Bilin, Thaton, Paung & Chaungzon Township) Bago Region (Thanatpin, Waw, & Kawa Township)
Applications closing date	10 th September 2023
How to apply	Submit application together with 1) Cover letter explaining why you would be a good fit for this role, 2) CV detailing relevant experience and qualifications, 3) Proposed methodology 4) Proposed budget in MMK 5) Contact details for two relevant references to procurement@nagmyanmar.org , nveinchan.soe@nagmyanmar.org
Note	Only short-listed candidates will be invited for interview. Please do not send original documents as they will not be returned.

1. Project Background

The Gulf of Mottama Project is a project of the Swiss Agency for Development and Cooperation – SDC and implemented by consortium partners led by HELVETAS Myanmar, Network Activities Group (NAG), International Union of Conservation and Nature (IUCN). The Gulf of Mottama Project covers in eight townships with 60 targeted villages in Mon State and Bago Region. This project has been implemented since 2015 and is being conducted in 3 phases. As phase 1, the project was conducted from 2015 to April 2018 & Phase 2, from May 2018 to December 2021. For the phase 3, the project will be implemented from January 2022 and will continue until 2024.

The goal of the project is the unique biodiversity of the Gulf of Mottama is conserved and sustainably developed, benefiting human communities that depend on it and increasing resilience to climate change. This project will achieve the following outcomes.



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Outcome 1	Coastal livelihoods derived from the sustainable use of natural resources are more productive and diversified, their related value chains are developed, including opportunities for the most vulnerable women and men
Outcome 2	The unique biodiversity and ecosystem services of the GoM are sustainably managed, restored and conserved for future generations, and community resilience to climate change is strengthened
Outcome 3	Good governance of the GoM is institutionalized in a bottom-up, transparent, inclusive, and effective manner with reduced conflicts over natural resource use

2. Objective of the Assignment

The assignment aims to investigate the status of community-based organizations (CBOs) and civil society organizations (CSOs) supported by the project, to examine the function of the operation system (including the inclusiveness and outreach), their achievements, and to recommend capacity needs and interventions to ensure their sustainability.

3. Key Responsibilities

The consultant will be responsible for the development of assessment design, data collection, data analysis, reporting, and presentation of the findings.

The specific responsibilities of the consultant are:

- Initial meeting with GoMP team including project implementing partners
- Desk review on project documents, monitoring data, and reports
- Develop methodology ensuring the participatory approach
- Develop data collection tools, formats, checklists, etc. and finalize it based on the feedback and comments from GoMP team
- Conduct field data collection
- Data entry and data cleaning
- Analyse data by using relevant data analysis tools and methods
- Draft report and presentation
- Report writing and finalization that addressed the feedback of project implementing partners

4. Scope of Work

The consultant shall work closely with the GoMP Team for preparing the design, methodology, interview questionnaires, workplan and providing the technical training to the survey team if needed. The consultant shall be responsible to lead the data collection and producing the quality report.

- The assessment design should be based on the project outcomes and output indicators.
- The data collection method should be applied in line with the local context.
- The consultant shall be responsible to develop the assessment design together with GoMP team.
- Before the data collection, inception report needs to be submitted to GoMP team. The inception report shall include methodology, team structure, targeted villages, participants, assessment tools and questions, workplan with fixed timeframe.



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- The consultant will be responsible for data analysis to produce the draft report and to submit to GoMP team for review.
- The consultant will be responsible to present the findings of the assessment to GoMP team.
- The consultant will submit the final report within 2 weeks after addressing the comments and suggestions of GoMP team.

The specific coverages of the assessment are as follow:

- **Geographic focus:** 5 Townships in Mon State & 3 Township in Bago Region
- **Target groups:** 2 State/Region Fisher Development Association (Mon & Bago), 2 Coastal area Farmer Development Association (Mon & Bago), 42 Village Development Committee (Mon & Bago)
- **Thematic Focus:** Participatory monitoring and evaluation on CBOs and CSOs supported by the project
- **Indicators:** The findings of the participatory monitoring & evaluation will be used to measure the achievements in outcome and output level indicators of the project and to develop interventions that ensure their effectiveness and sustainability.

5. Outputs/ Deliverables

The deliverables of this assignment are

- Inception report including agreed action plan, assessment design and methodology (in consultation with GoMP team), data collection tools in both Qualitative & Quantitative
- Data collection
- Data cleaning and analysis
- Draft report and presentation
- Final report demonstrating consideration of feedback from project implementation partners on the draft

6. Methodology

The assessment should use qualitative and/or quantitative methods to address the research questions and analyse the data in qualitative and/or quantitative methods. The assessment will be conducted through the participatory approach.

7. Consultancy Management

The consultancy will be managed by Program Officer, Program Manager, and involve consultation with the Partner Organizations.

8. Time/timing

The consultancy should commence on 25th September 2023, should come out with draft report by 15th November 2023.

9. Expected Time Frame



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Particular	Number of Working Days
Review on project documents	2 Days
Develop assessment design & Data Collection Tools	2 Days
Field data collection	13 Days
Data processing and analysis	5 Days
Prepare and submit draft report and presentation	3 Days
Submit final report	2 Days
Total Working Days	27 Days

10. Key Qualification and Experience

- Must have a degree in Development Studies, Research Studies, Applied Statistics and International Relation or other related fields
- Must have minimum 5 years applied experience in participatory research and surveys
- Proven quantitative and qualitative research skills
- Experience in participatory monitoring and evaluation research would be a mandatory
- Strong background in participatory design, monitoring and evaluation methodologies
- Fluent in English in both written and oral
- Expected data collection through online platforms that are not limited to computer and relevant experience about analysis and interpreting upon data
- Collaborate with the CBOs and CSOs in gathering the data and information

11. Background implementation of the organization

Network Activities Group (NAG) is a national registered non-profit organization in Myanmar. In fostering our vision “Emergence of a peaceful, prosperous and dignified society that values equity and diversity”, NAG focuses on the Governance Approach, intending to necessary changes of various stakeholders and existing practices towards good governance which is essential and core for the sustainable development and win- win solutions for all stakeholders. Accordingly, NAG has engaged stakeholders of all levels and different areas including local, regional and national government departments, trying to promote interaction, good relations, and eventually coordination and collaboration among them. Given that nature of facilitating and coordinating activities, and creating networks of development efforts with partners, and promoting governance among relevant stakeholders, NAG implements livelihood, natural resources management and rural development programs and projects in Central Dry Zone, Coastal and Delta, Hilly Region and South Eastern Part of Myanmar.