

TERMS OF REFERENCE (TOR)

For Develop a module on Fund Raising, Monitoring & Project Management Under

Expanding civic space through active CSO participation and strengthened governance system in Bangladesh (ECSAP) Project

Background:

Christian Aid, WE CAN and Manusher Jonno Foundation (MJF) are implementing the Expanding civic space through active CSO participation and strengthened governance system in Bangladesh (ECSAP) project co-funded by the European Union (EU). The Project - Expanding civic space through active CSO participation and strengthened governance system in Bangladesh – ECSAP, specifically aims to strengthen local Civil Society Organizations' capacity to engage as actors of good governance and Organization development at country level in Bangladesh. As a part of this initiative Christian Aid Bangladesh (CAID), WE CAN Bangladesh and MJF collaboratively working on ECSAP Project and determined to develop a module on fund raising, monitoring and project management that's mentioned below.

Project Profile

Christian Aid (<https://www.christianaid.org.uk/our-work/where-we-work/bangladesh>), Manusher Jonno Foundation (<http://www.manusherjonno.org>) and WE CAN (<https://www.wecan-bd.org>) with financial support from the European Union have jointly started a project titled, “**Expanding civic space through active CSO participation and strengthened governance system in Bangladesh (ECSAP)**”. This consortium target to develop the capacity of the Civil Society Organisations (CSOs) working for the rights of marginalised communities like vulnerable women, domestic workers, Dalits, persons with disabilities, transgender and ethnic minorities.

The marginalised communities of Bangladesh are often subjected to different types of discrimination and violence. As a result, they are often deprived of their rights, dignity and justice. Girls and women of Bangladesh often face discrimination and negligence not only at the family level but also at the social and national levels. They often encounter a myriad of difficulties, discrimination, stigmatisation and societal persecution.

The goal of the Project is “**Strengthening local civil society organisations in Bangladesh as independent actors of good governance and development through sub-granting and capacity building**” to meet the objectives of:

- The CSOs have strengthened their capacity to work accountably and inclusively to represent the rights of marginalised communities through effective networks and coalitions
- The CSOs are more effective in holding duty-bearers to account for inclusive public services and responding to citizens' priorities.
- The CSOs have strengthened collaboration with academic and media institutions to expand an enabling environment for civil society.

The ECSAP project will cover total ten districts: Dhaka, Rangpur, Kurigram, Dinajpur, Khulna, Jashore, Satkhira, Natore, Sirajganj and Pabna to cover 1,23,200 direct population during the project implementation period, the coverage will include specific Upazilas in each district. The target population and districts as per theme are:

- **Dalit** (Rangpur, Dinajpur, Khulna, Jashore, Satkhira)
- **Persons with disabilities** (Dhaka, Kurigram, Jashore, Satkhira)
- **Vulnerable (Marginalized) women** (Rangpur, Kurigram, Dinajpur, Khulna, Satkhira)
- **Female domestic workers** (Dhaka)
- **Transgender** (Dhaka)
- **Ethnic minorities** (Pabna, Natore)

TOR Objective:

To develop a module on fund raising, monitoring and project Management and initiate readiness by providing TOT to increase the organizational capacity of local CSO in terms of effective fund raising, monitoring and project management.

Eligibility Criteria for customize/develop a module on fund raising, monitoring and project management

Applicants must meet the following criteria:

- Applicant must be a Bangladeshi citizen
- Should have respect and sensitive for marginalized communities especially Ethnic minorities, Transgender, Persons with disabilities, Dalit, Female domestic workers and vulnerable women.
- Must have at least 10 years working experience in field of fund raising, monitoring and project management.
- CV, TIN certificate with photograph should be attached.
- Marginalized community members are especially encouraged to apply.

Key Responsibilities and Deliverables of consultant

- Consultant will share and approve detail plan of action covering project learning, develop draft module & share, final module share and provide TOT to WE CAN team.
- Develop a module in Bangla on fund raising, monitoring and project management for 3 (three) days training
- Developed module will cover One day for Fund raising, One day for Monitoring and One day for Project Management component for CSOs
- Develop training materials (handouts, leaflets and flipcharts) to capture the key messages for fundraising, monitoring and project management.
- Share a draft module and training materials, allocate reasonable time for feedback and recommendation
- Finalize the Module and share with WE CAN.
- Provide a TOT on module for WE CAN team
- The consultant must follow to the ethical guidelines and professional standards throughout the consultancy period.
- ECSAP project reserves the full right of authority of module and publish or disseminate the document.

Timeline for the consultancy

No	Activities	Timeline
1.	Develop TOR	22- 26 September, 2024
2.	Circulate open call in bdjobs	1-2 October, 2024
3.	Collect application	10-12 October, 2024
4.	Sorting, finalize and agreement	17-21 October, 2024
5.	Develop and finalize the module	22 October, 2024 - 21 November, 2024
6.	TOT on Module	23 - 30 November, 2024
7.	Organize CSO workshop by WE CAN	1 December 2024 - 15 January, 2025

Disclaimer:

WE CAN reserves the right to accept or reject any or all proposals/ application without assigning any reason whatsoever.

Communication, Branding and Logo:

WE CAN & MJF reserves all rights to set the logo of EC, MJF, WE CAN & Christian Aid (including consultants' firm logo), branding and publication of the module and any communication channel regarding the circulation of the module solely authorized and protected.

Safeguarding/Protection/Gender Policy:

The consultant shall comply with the WE CAN Policy on safeguarding and Child Protection policy. Any violation /deviation in complying with WE CAN Policy on Child Protection and safeguarding will not only result in termination of the agreement but WE CAN will also initiate appropriate action to make good the damages/losses caused due to non-compliance with WE CAN safeguarding policy.