

Terms of Reference (ToR) – Mid-term Review Building Organisations and Local actors Dialogue (for)-Policy (B.O.L.D.-Policy)

1. Background

Diakonia is a Swedish non-profit development organization working around the world together with local partners for a sustainable change for the most vulnerable people of the world. Our Head office is based in Stockholm, Sweden and the organization currently works through local offices in Africa, Latin America, the Middle East, and Asia and supporting various local partner organisations. Diakonia's vision is a Just, Equal, and Sustainable World. Our mission is to change unfair political, economic, social and cultural structures that generate poverty, inequality, oppression and violence for the fulfilment of the rights of all people to live a life in dignity.

In Thailand, Diakonia is jointly implementing the Building Organisations & Local actors Dialogue (for)-Policy project (B.O.L.D.-Policy) with our local partners, Center for Girls Foundation (CFGF) and The Life Skills Development Foundation (TLSDF). The project is funded by the European Union (EU) which the project's duration is from 1st January 2024 to 31st December 2027. The Overall Objective (Goal) is to foster Thai CSOs' role as actors of inclusive, gender-responsive socioeconomic development and governance with the Sub-Objective (Outcome) aim at to enhance CSOs' participation and representativeness of women's, youths and children's voices in local and national socioeconomic policy dialogue in Thailand.

There are three main Expected Results (Output) to achieve this objective namely:

- Output 1.1 Enhanced women's CSOs, CBOs and networks' capacities and engagement opportunities for policy dialogue with local authorities (LAs) in Chiang Rai,
- Output 1.2 Enhanced CSOs, youth and children-focused networks (Lanna Child Rights Coalition - LCRC), capacities and policy dialogue engagement opportunities with duty-bearers in Mae Hong Son, Chiang Mai, and Chiang Rai,
- Output 1.3 Strengthened capacities of women, youths, and indigenous CSOs/CBOs networks from the North, Northeast, and South regions and engagement opportunities with national and local governments to claim economic and social rights.

The project sites for Output 1.1 are located in 8 districts of Chiang Rai, with a focus on working with women's networks and District Quality of Life Committees (QoLs). Meanwhile, the target areas for Output 1.2, which focuses on working with youth groups and LAs, include 11 sub-districts across 7 districts in Chiang Mai, Chiang Rai, and Mae Hong Son. For Output 1.3, the target areas are primarily located in the North, Northeast, and South of Thailand, with key target groups being women, youth, and indigenous networks.

Since the project is planned to conduct a Mid-term Review after 23 months of implementation, a Terms of Reference (ToR) has been launched to recruit an external consultant to carry out the review for the B.O.L.D.-Policy project. This is to ensure that the project remains on the right track, achieves its goals and objectives, and meets its expected results. The findings and recommendations from the review will be used to assess progress against the work plan and expected outputs. They will also support informed decision-making on the future direction of the project during the remaining implementation period, and explore opportunities for extension, building additional network connections, and potential replication.

For the B.O.L.D.-Policy project details. Please visit <https://www.diakonia.se/en/where-we-work/asia/thailand/>

2. Purpose of the Mid-term review

The primary intended user of the Mid-term review is the B.O.L.D.-Policy project team. The findings and recommendations will be incorporated into the implementation of the project during its remaining duration. The review is planned to ensure that project implementation is on track and the expected results can be achieved. The Mid-term review is also designed to enable implementing partners to gather lessons learned and use the findings to improve project implementation. Tenderers should clearly explain how they will ensure this is achieved during the Mid-term review process. Finally, the Mid-term review report will be submitted to the European Union (EU).

3. Objective and scope of the review

The objectives of the Mid-term review are as follows:

- To assess progress and key results against the work plan and expected outcomes, including project indicators
- To identify challenges and lessons learned during the first two years of project implementation, as well as areas for improvement
- To develop recommendations for project stakeholders—particularly the project team—based on analysis and synthesis of evidence gathered through the data collection process

The Mid-term review will assess the progress and key-results of the project implementation covering the period from 1st January 2024 to 30th November 2025. It will evaluate the project's relevance, coherence, effectiveness, efficiency, and the outcome. The review will be based on document analysis, data collection, and subsequent analysis to generate findings and recommendations. The data collection is conducted with target groups and various stakeholders across target areas.

4. Criteria and key-questions

The criteria and key-questions for the Mid-term review are as follows:

Relevance:

- Is the project doing the right things?

Coherence:

- How well does the intervention fit?

Effectiveness:

- Is the intervention achieving its objectives?

Efficiency:

- How well are resources being use?

Outcome:

- What difference does the intervention make?

5. Approach and Methods

It is expected that the consultants describe and justify an appropriate approach/methodology for data collection and review process in the tender. The consultants should take into consideration appropriate measures for collecting data in cases where sensitive or confidential issues are addressed and avoid presenting information that may be harmful to some target groups and stakeholders. The data collected shall represent and reflect the views of target groups and stakeholders.

Methodologies should include:

- Desk review to key relevant documents
 - Project proposal and log frame,
 - Annual narrative reports and updated log-frame
 - Budget plan and financial report
 - Relevant documents as needed for review
- Survey (If applicable)
- Interview with Key Informants from CSOs/CBOs, Local Authorities (LAs) and local state agencies including sub-grantee(s)/FSTPs recipient(s)
- Focus Group Discussions (FGDs) with target groups, and stakeholders
- Visit target groups and project sites, including observe to project's activities and events

The consultant is encouraged to propose additional methodology that is appropriate to the project with Diakonia's and project team approval. The proposed methodology shall take into account the gender sensitive and conflict sensitivity when conduct data collection. Young women, women, and indigenous women should be considered to get involve as key-informants as much as possible.

6. Time schedule and deliverables

It is expected that a time and work plan is presented in the tender. The first draft of mid-term review report should be delivered no later than 31st January 2026 and the final report by 15th February 2026.

The following meeting are regarded as a prerequisite:

- A start-up meeting
- A briefing workshop with all B.O.L.D. – Policy project staff to explain process and expectations before starting the mid-review. (By 30th November 2025)
- Data collection process according to work plan (1st December 2025 to 15th January 2026)
- The timing of any field visits, surveys and interviews needs to be settled by the consultants in the dialogue and coordination with Diakonia, CFGF, and TLSDF
- Submit the first draft of the Mid-term review report in Thai and present the preliminary findings to B.O.L.D.-Policy project staff (by 31st January 2026)
- Submit the final report in English and Thai to Diakonia (by 15th February 2026)

The final report shall be written in English and Thai with professionally proofread. The final report should have a clear structure and follow the report format agreed with Diakonia. An executive summary of maximum 3 pages shall be included. Conclusion shall be substantiated by findings and analysis, and it should be following the line of reasoning. Recommendations and lessons learned should flow logically from conclusions. Recommendations shall be specific and directed to relevant stakeholders. The report shall be no more 30 pages, excluding annexes. The consultants shall submit the final report through e-mail to the contact person at Diakonia.

7. Qualifications and competencies

The Mid-term review may be conducted by a single consultant or a team with the following qualifications.

- Competence and experience in reviews and evaluations, quality assessment and results-based management in development cooperation.
- Have a good knowledge on promotion human rights, women rights, children rights, and indigenous rights.
- Experience working with some or all of Diakonia's intervention areas (democracy, human rights, gender justice) and mainstreaming perspectives (gender, environment, conflict), including promotion SDGs

- Experience and proven track records of evaluation work of civil society in Thailand, especially the areas of human rights, women rights, children rights, and indigenous rights. The projects funded by EU is preferred. The policy advocacy projects is a plus.
- Proficiency in English, especially report writing. Ability to communicate Thai language and local language is a plus.

If it is a team, one person shall be assigned as the team leader with the overall responsibility for the review. The team leader shall have experience in leading the evaluation. A CV shall be included for each team member and contain the full description of the consultant's qualifications and professional work experience.

8. Budget

- The maximum budget is EUR 6,700 (1 EUR = 37 THB). The cost of travel and accommodation, other relevance expenses related this Mid-term review will be covered by the consultant and shall include in the submitted budget (Thai Baht).

9. Roles and responsibilities

- The contact person at the Diakonia is Sompong Asakit (sompong.asakit@diakonia.se). The contact person should be consulted if any problems arise during the implementation timeframe.
- The consultants will arrange logistics, accommodation, booking interviews, preparation visits including any necessary security arrangements. Some assistance will be offered by Diakonia upon request.

10. Terms and conditions

The consultant is responsible for their own income tax and travel insurance. All travel and accommodation expenses shall be borne by the consultant and must be included in the proposed budget. The consultant is also required to sign and adhere to Diakonia's Code of Conduct as part of the agreement.

11. Mode of applications

The tender shall be sent per e-mail to Sompong Asakit (sompong.asakit@diakonia.se) and Niracha Ngerndee (niracha.ngerndee@diakonia.se)

The tender should include:

- CV(s) of the consultant and team member
- Technical proposal with suggestion of methods and their rationale
- Cost proposal
- Draft work plan and budget
- Testimonials and sample reports of similar assignments taken in the recent past