TERMS OF REFERENCE

EVALUATION

SHIRIM 3.0

FOR SRHR INFORMATION & EDUCATION KNOWLEDGE TRANSLATION AND USE

2021-2023

1. BACKGROUND

Share-Net International (SNI) is the leading knowledge platform for Sexual and Reproductive Health and Rights (SRHR). SNI is a membership network of non-governmental organisations (NGOs), researchers, policymakers, implementers, advocates, students, the media, and companies operating in the SRHR field, working closely with a wide range of partners across the globe. Share-Net promotes SRHR discussion between the seven country hubs in Bangladesh, Burkina Faso, Burundi, Colombia, Ethiopia, Jordan, and the Netherlands. The main goal of Share-Net International is to strengthen linkages between research, policy, and practice in the field of SRHR through a) sharing, b) generating, c) translating and d) using knowledge.

Knowledge brokering is the core business of Share-Net International. An external evaluation of SNI[1] identified that knowledge exchange between the country hubs was limited and suggested that SNI should actively facilitate this exchange. SNI hubs supported this idea and indicated a particular interest in translating knowledge into products to change policy and practice. Hubs expressed that they struggle in determining which knowledge translation strategies and knowledge products are most effective in their respective context. That is why the Share-Net International Rapid Improvement Model (SHIRIM) was established in 2017.

SHIRIM aims to:

- Improve understanding of which knowledge translation strategies contribute to change in SRHR policy or practice in the specific context of each Share-Net country hub.

- Develop the capacity of the participating staff in the hubs for knowledge management and brokering.

- Facilitate learning, collaboration, and exchange between the four country hubs.

The Share-Net International Rapid Improvement Model (SHIRIM), which was modified and applied, built on the collaborative approach "Breakthrough Series" to achieve rapid changes in a brief period using a structured but also adaptive learning process that allows different stakeholders to experiment with different strategies and uses through Plan Do Check Act (PDCA) learning cycles and share the results with others to accelerate learning (Institute for Healthcare Improvement 2003).

The Collaborative Approach alternates between learning sessions and action periods. This process continues serially over time and refinement is added with each cycle – these are known as 'Plan-Do-Study-Act' cycles of learning.

The SHIRIM project has become one of the most meaningful trajectories of Share-Net which engages all Share-Net hubs into global learning and exchange to catalyse the translation of the knowledge generated into effective actions that drive impact on policy and practice in the SRHR field in the different countries and internationally.

SHIRIM I

SHIRIM I yielded many recommended changes in SRHR policies and practices across different countries in a brief time. Using the rapid improvement model in connecting knowledge platforms for better knowledge translation and use improved collaboration across countries and within countries and allowed experience exchange and multi-stakeholder involvement.

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[1] Evaluation of Share-Net International, the knowledge platform on SRHR. Kaleidos Research (Edith van Ewijk, Marije van Gent) and International Centre for Reproductive Health, Ghent University (Kristien Michielsen, Heleen Vermandere) . February 2017.

SHIRIM II

During 2021, SNI expanded its international network through adding three new country hubs (Burkina Faso, Colombia, and Ethiopia). SHIRIM II was adapted to be used as a start-up and capacity development mechanism. Dialogues, Plan-Do-Study-Act learning cycles and stakeholder meetings facilitated the set-up of the new hubs. The existing hubs in Bangladesh, Burundi, Jordan, and the Netherlands got the opportunity to participate in training sessions relevant to them. There was a strong focus on collaboration and exchange between the new and existing hubs.

2. SHIRIM III

Share-Net International used the previous experience and outcomes resulted from applying the SHIRIM approach to further develop, prepare, and implement SHIRIM III. Since implementation ended in March 2023, Share-Net International would now like to contract a consultant to evaluate the SHIRIM III trajectory.

OVERALL AIM SHIRIM III

Share-Net International aimed to use the Collaborative Approach with a focus on experimenting with strategies for moving newly acquired knowledge around SRHR Information & Education towards policy influencing and improving practice and spread this experience across the Share-Net Hubs through launching a new knowledge translation and uptake trajectory using the successful Rapid improvement Model (SHIRIM III) as a structured learning system.

The SHIRIM 2022-2023 is an 18-month action learning process that builds on the Collaborative Approach as well as Systems Thinking. The trajectory focused on the existing Share-Net hubs in Bangladesh, Jordan, Burundi country hubs and the new hubs in Ethiopia, Colombia and Burkina Faso that were launched in 2022. The learning journey, started in February 2022, has been designed to be an engaging and meaningful experience for the hubs to explore, experiment, and exchange together with their members effective strategies to translate newly acquired knowledge towards policy influencing and improving practice.

OBJECTIVES

The main objectives of the new SRHR Information & Education Rapid improvement Model (SHIRIM III) are:

1. Exploring different strategies for moving newly acquired knowledge around SRHR Information & Education towards policy influencing
2. Improving understanding of which strategies contribute to successful knowledge translation and use in the specific context of each Country Hub
3. Facilitating learning, collaboration, and exchange between Country Hubs
4. Sharing and applying knowledge about the most effective strategies that contribute to successful knowledge translation and use around SRHR Information & Education.

OUTCOMES

The SHRIM III aimed to achieve the following outcomes by the end of the trajectory:

- Knowledge products around SRHR Information and Education are developed and disseminated to influence policy and/or practice
- Sustainability strategies for SRHR Information & Education knowledge translation and use are developed and implemented by the Share-Net hubs

3. CONSULTANCY

AIM OF THE CONSULTANCY

The main evaluation questions are:

- How and to what extent have the knowledge products generated in SHIRIM III influenced policy and practice on the selected SRHR themes?
- How and to what extent does the SHIRIM III trajectory strengthen capacities of Share-Net hubs and their members on knowledge translation tools and their use?
- How and to what extent does the SHIRIM III trajectory facilitate exchange of knowledge and experiences between participants at a national and international level?

In answering these questions, the evaluation will consider the six OECD DAC criteria: relevance, coherence, effectiveness, efficiency, impact, and sustainability.

The methodology of the SHIRIM is based on several (critical) assumptions that have not been evaluated or validated before. These are:

- Exploring and experimenting with knowledge translation approaches/strategies leads to the development of knowledge products which can influence policy and/or practice on the selected SRHR theme.
- Facilitated exchange between Share-Net hub secretariats, members, and partners during SHIRIM national learning sessions enhance policy influencing and practice in national contexts.
- International SHIRIM learning sessions provide a safe space to exchange best practices and lessons learned between Share-Net hubs.
- Hub participants of the international learning sessions are capacitated to replicate the learning sessions at a country-level.
- Knowledge translation is institutionalized in the Share-Net hubs by strengthening their capacity and through collaborating and exchange between and among their members.
- Dissemination strategies used by the hubs facilitate the uptake of the knowledge in policy and practice.

DELIVERABLES

The following deliverables are expected:

- Inception report
- Draft evaluation report
- Final evaluation report

The final evaluation report should consist of:

- Executive summary

- Introduction

- Description of the evaluation methodology

- Key findings, including best practices and lessons learned:

  o Situational analysis per Share-Net hub regarding the knowledge translation strategies used, outcomes, and outputs

  o Exchange of knowledge and experience within and between Share-Net hubs

  o Capacity strengthening on knowledge translation tools and their use

  o Influence of knowledge products on policy and practice, and contributing factors

  o Analysis of opportunities to provide guidance for future programming of Share-Net International on Knowledge Translation

- Conclusion and recommendations

- Appendices: charts, terms of reference, surveys, people interviewed, documents reviewed

REQUIRED EXPERTISE AND QUALIFICATIONS

The evaluator must have the following expertise and qualifications:

- Relevant master's degree
- Knowledge of sexual and reproductive health and rights, particularly in international cooperation
- Experience in working with organisations focused on knowledge management for international cooperation
- Proven knowledge, and experience in the field of evaluation of development programmes
- Active listener and strong diplomatic and interpersonal skills
- Fluent in English. Working knowledge in French, Spanish and/or Arabic is an added advantage

AVAILABLE BUDGET AND SCHEDULE OF PAYMENTS

The available budget is max 17.500 EURO.

The consultant shall be paid the consultancy fee upon completion of the following milestones.

• 60% after presentation of the draft report

• 40% after the approval of the final report

The consultancy fee will be paid as Lump Sum Amount (all-inclusive of expenses related to the consultancy). The contract price will be fixed regardless of changes in the cost components.

SUPERVISION

The consultants will report to and work in close collaboration with the Share-Net International Secretariat, hosted by KIT Royal Tropical Institute in Amsterdam, The Netherlands.

Contact person: Felice Davids, Knowledge Management Expert, f.davids@kit.nl.

APPLICATION PROCEDURE

Please send a CV outlining relevant expertise and an offer including suggested number of days, distribution to the different tasks and budget proposal by **30 June 2023, 17.00 (CEST)** to Felice Davids, f.davids@kit.nl.

4. PROPOSED METHODOLOGY FOR EVALUATION

MATERIALS AVAILABLE FOR THE CONSULTANT:

A desk review should be performed for the available project documentation:

- 3 Change Packages from Learning Session (LS) 1, 2 and 3
- 1 Sustainability Change Package from LS 4
- 3 Storyboards from LS 2, 3 and 4
- Agendas of in-country LS 1, 2 and 3
- Agendas of international LS 1, 2, 3 and 4
- All final knowledge products developed by the Share-Net hubs
- Online survey results
- SHIRIM Stipend Facility Standard Operation Procedures
- Debrief with lead facilitators/programme designers of the international learning sessions

SEMI-STRUCTURED INTERVIEWS

Semi-structured interviews should be held with a representative sample of 12 Share-Net secretariat staff members and 3 SHIRIM lead facilitators.

SAMPLE (50% OF PARTICIPANTS + SNI CORE TEAM)

Country	SHIRIM Facilitators (3 persons)	Hub Coordinator (6 persons)	CoP (Communities of Practice) facilitator/ Knowledge expert (3 persons)	Project/communication officer (3 persons
Bangladesh		x	x	
Burundi		x		x
Jordan		x	x	
Burkina Faso		x		x
Colombia		x		x

Ethiopia		x	x	
International	x			

Additionally potential end users should be interviewed across two levels:

- Members/partners who participated in the national learning sessions (via survey/interview)
- End users (policy makers, practitioners) outside of the learning trajectory (interview)

5.TIMELINE

Work should be finalized end of January 2024 at the latest, but preferably by the end of December 2023.

PROPOSED EVALUATION TIMELINE:

Task	Timeline
Start assignment	Early July 2023
Inception report (including interview guide)	July 2023
Quality assurance of inception report and interview guide	July 2023
Invite interviewees, schedule interviews	July 2023
Analysis of change packages and story boards and Monkey Surveys	August/September 2023
Quality assurance of change package and story board analysis	September 2023
Carry out interviews	August/September 2021
Transcribing interviews in broad themes	September/October 2021
Analysis of interviews	October/November 2023
Quality assurance analysis interviews	November 2023
Report writing and visualisation	December 2023 - January 2024