

Terms of Reference of

Monitoring and Evaluation Specialist (SD-11)

Disaster Risk Financing (DRF) Component #3; Jamuna River Sustainable Management Project-1 (JRSM-1)

1. BACKGROUND

- 1.1. Bangladesh is among the world's most climate-vulnerable countries, facing recurring floods, rising sea levels, and intensifying monsoon and cyclone patterns due to climate change. With projections suggesting that a 1-meter sea-level rise could submerge 18% of coastal arable land and displace over 13 million people by 2050, the country is already incurring an average of US\$1.1 billion in flood-related losses annually, and risks losing up to 3% of GDP by 2031 under severe climate scenarios. These recurrent shocks threaten both livelihoods and national development, underscoring the urgent need for **innovative disaster risk financing** solutions beyond traditional mechanisms like microcredit and relief.
- 1.2. The Insurance Development and Regulatory Authority (IDRA) under Financial Institutions Division (FID) of Ministry of Finance (MoF) of the Government of Bangladesh (GoB) is implementing **Disaster Risk Financing (DRF) Component #3** of the Jamuna River Sustainable Management Project-1 (JRSM-1) with funding from Global Risk Financing Facility (GRiF).

The **specific objective of DRF Component** is to protect selected communities from the financial impacts of floods through the development of financial protection solutions. The DRF Component is expected to provide financial protection for at least 100,000 beneficiary households. The project explicitly targets benefits to vulnerable people and steps taken to support targeting of funds, with a special consideration of gender issues. Alongside the design and development of prearranged financial instruments, the project will support the development of the ecosystem required to ensure the financial instruments have the needed enabling environment to function well (e.g., systems, delivery channels, community flood preparedness efforts). It will operationalize two complementary financial instruments:

- i. A **macro-level flood risk transfer product**, where the GoB acts as the **policyholder** and vulnerable communities are the beneficiaries; and
 - ii. A **Community Protection Fund (CPF)**, a designated account managed by the IDRA, intended to provide direct support to flood-affected communities.
- 1.3. WFP will provide technical and operational support to the PIU (JRSM-DRF of IDRA under FID, MoF) on the implementation of the project delivering specific output – project Management, Monitoring, Evaluation, and Reporting. WFP and its cooperating partners will implement a robust monitoring and evaluation system to ensure quality, accountability, and effectiveness of project activities, combining independent field monitoring, During Distribution Monitoring (DDM), and Post-Distribution Monitoring (PDM). Real-time site visits, beneficiary phone verification, household surveys, focus group discussions, and key informant interviews will assess adherence to SOPs, protection standards, correct entitlement delivery, beneficiary satisfaction, and outcomes, with findings triangulated through WFP's Community Feedback Mechanism and grievance redress system.
- 1.4. The project design includes engaging a **Monitoring and Evaluation Specialist**, an individual consultant with the following objectives and details.



2. OBJECTIVE AND SCOPE OF THE SERVICE

The Monitoring and Evaluation Specialist will ensure that the project implementation is rigorously monitored, evaluated, and adapted to maximize effectiveness. The consultant will play a pivotal role in assessing the performance of financial solutions, identifying implementation challenges, and recommend evidence-based decision-making. The specialist will ensure that project activities align with best practices in monitoring and evaluation, safeguard the interests of beneficiaries, and foster meaningful engagement with stakeholders. Additionally, the consultant will work with partners to support the integration of beneficiary feedback, provide capacity-building to project teams, and advise on project adjustments to ensure that the financial instruments are responsive to emerging risk profiles, particularly in the context of the Jamuna River basin.

i. Framework Development and Consultation

- Draft a detailed Theory of Change (ToC) framework identifying all project inputs, expected outcomes, and long-term impacts.
- Facilitate consultative workshops with the PIU to co-develop the framework.
- Present the final ToC framework to the Steering Committee for formal validation and approval.
- Develop a comprehensive Monitoring, Evaluation, and Learning (MEL) plan based on the approved ToC, outlining specific indicators, data sources, and frequency of measurement.

ii. Project Monitoring and Evaluation

- Carry out timely monitoring and deep-dive process evaluations, including reviewing triggers, Standard Operating Procedures (SOPs), and the policy purchase process.
- Undertake periodic evaluations (mid-term and end-term) and activation-based evaluations to gauge the performance of financial solutions, fund release timeliness, and resilience outcomes for target populations.
- Compare outcomes in project districts with non-benefitting districts and perform contextualized Cost-Benefit Analysis (CBA) to justify investments in pre-arranged disaster risk financing.
- Deliver a holistic assessment toward the project's end, covering technical infrastructure (flood markers), institutional strengthening, and overall effectiveness against the Theory of Change.
- Assess implementation challenges and advise on the adjustment of financial instruments to respond to evolving risk profiles and emerging lessons.

iii. Knowledge Management and Communication

- Work closely with partners, consultants, and vulnerable communities to integrate feedback into project implementation and improve trust in innovative financial products.
- Facilitate activities to strengthen government and stakeholder capacity for scaling financial solutions; in years without project activation, focus on gathering learning regarding established systems.
- Support the development of knowledge products and research on project impacts and best practices.
- Document and communicate lessons learned in formats accessible to multiple audiences in both Bengali and English.

iv. Technical Advisory and Knowledge Transfer

- Provide expert advice on DRF products, project implementations, delivery channels, and evaluation of outcomes for macro-level risk transfer products.
- Offer guidance to government agencies, donors, consultants, and the World Bank team to inform ongoing project improvements.
- Lead discussions and provide a roadmap for the future evolution of the DRF component beyond the current project life cycle.



v. Reporting and Documentation

- Prepare periodic reports detailing monitoring findings, evaluation outcomes, lessons learned, and recommended adjustments.
- Ensure all findings are documented to inform the scaling or redesign of financial instruments.
- Support the integration of MEL findings into project management processes to facilitate continuous improvement and evidence-based decision-making.

3. MINIMUM REQUIRED QUALIFICATIONS

- **Education:** Minimum Master's degree in Disaster Management/ Social Science/ Environmental Management/ Gender Studies/ Development Studies/ Business Administration or related fields.
- **Experience:** At least 10 years of relevant working experience in monitoring and evaluation.
- **Report Writing Experience:** Proficiency in written and spoken English and report writing.
- **Computer Literacy:** Proficiency in use of MS Word/Excel/PPT.
- Excellent written and oral communication skills in both English and Bengali, with the ability to make complex relationships understandable for diverse audiences.

Desirable

- Prior experience with world Bank/Asian Development Bank/Donor Agency project is preferred.
- Knowledge of disaster risk reduction and disaster risk financing, including socio-environmental implications.
- Experience working on development projects in the Jamuna River basin and *Char* areas.
- Familiarity with flood risk modeling, DRF product design, delivery channels for financial assistance, and data collection for monitoring and evaluation.
- Knowledge of current good practice approaches to gender mainstreaming, and experience working on gender-sensitive projects and integrating beneficiary feedback into program design.

4. DURATION OF THE SERVICE

The duration of the assignment is 27 person-months/up to the Project Periods from the signing of the contract. Any increase or decrease of the assignment period shall be dealt in accordance with the contract provision.

5. OUTPUT/DELIVERABLES

The output of the assignment will include, but not limited to the following:

- Regular monitoring reports on project implementation, financial solutions performance, and beneficiary engagement.
- Periodic impact evaluation reports, including mid-term and end-term assessments, comparing intervention districts with non-intervention districts.
- Updated monitoring frameworks, MEL instruments, and tools reflecting lessons learned and adaptive project design.
- Documentation of implementation challenges and recommended actions for subsequent phases.
- Reports on capacity-building activities, including training materials and outcomes for project staff, stakeholders, and insurance sector personnel.



- Documentation of beneficiary consultations and feedback, with particular attention to vulnerable and marginalized communities.
- Reports on the integration of lessons learned into project design, financial instruments, and disaster risk financing interventions.
- Knowledge products summarizing technical guidance on DRF products, delivery channels, and evaluation of outcomes for macro-level risk transfer programs.

6. COUNTERPART SUPPORT

The DRF-PIU will provide office space, logistics and institutional support to the selected consultant. The Monitoring and Evaluation Specialist will lead the relevant activities and will work closely with the PIU staff in carrying out the relevant assignments. Incumbent will require to arrange his/her own laptop and any other communication devices.

7. INSTITUTIONAL AND REPORTING ARRANGEMENT

The Monitoring and Evaluation Specialist will be based on the DRF-PIU located in Dhaka and be responsible for timely reporting to the Project Director or his/her assigned coordinator. He / She is required to support any site offices as well.



23.02.2026

(Kamrul Hoque Maruf)
Project Director (Joint Secretary),