

# TERMS OF REFERENCE

## Community of Practice

### Piloting the GBV Prevention Evaluation Framework

#### I. Background

Starting in 2019, InterAction received funding from the Swedish International Development Agency (SIDA) to develop an evaluation framework for the prevention of gender-based violence (GBV). To accomplish this, InterAction facilitated a collaborative effort to help catalyze methods, approaches, and strategies to achieve GBV prevention as a measurable protection outcome. This work was steered by an Advisory Committee of six GBV and Monitoring and Evaluation (M&E) experts and 15 international NGOs. Intensive field-level engagement took place with organizations across Afghanistan, South Sudan, Nigeria, the Democratic Republic of Congo (DRC), Colombia, and Cox's Bazar to shape the framework.

In May 2021, the [GBV Prevention Evaluation Framework](#) (GBV PEF) was endorsed by a broad set of humanitarian actors, including international non-governmental organizations, the ICRC, and other international organizations, and broadly disseminated to the humanitarian community. The framework has four modules that form a set of guiding approaches aimed at helping practitioners make better decisions in their analysis, program design, and measurement such that the outcomes of GBV prevention efforts can ultimately be evaluated. It was built on the foundation of [Results-Based Protection](#) (RBP), an approach developed by InterAction and taken up within the broader humanitarian community. RBP language is reflected in the [2016 IASC Policy on Protection in Humanitarian Action](#), the IASC Results Group 1 Centrality of Protection Sub-group, and the [ICRC Professional Standards for Protection](#), among others. The GBV PEF also takes into account key recommendations from the 2019 [Scoping Exercise on the Prevention of GBV in Conflict](#).

The intended audience for the GBV PEF includes humanitarian practitioners in-country, headquarters-level protection/GBV advisors, M&E teams supporting the evaluation of GBV prevention programs, and any organization working to achieve GBV prevention outcomes. The GBV PEF is available for anyone to use; several organizations will begin piloting the GBV PEF in early 2022.

#### II. Design and Objectives of the Community of Practice

As organizations begin piloting the GBV PEF, the Community of Practice (CoP) will serve as an informal and safe space for CoP members to connect with other practitioners using the GBV PEF across diverse contexts and to learn from each other's expertise and experiences. The CoP will allow members to raise questions about the methodologies and tools in the GBV PEF; share challenges they are grappling with and how they

are overcoming those challenges; highlight successes; identify opportunities for collaboration with others; and access support and resources from InterAction and fellow CoP members.<sup>1</sup>

The CoP will have two primary modes of engagement:

1. An online forum open to anyone who is actively piloting the GBV PEF or with plans to pilot it in the coming 12 months.
2. Regular calls for those who are actively piloting the GBV PEF.

The online forum will be a space that can be accessed at any time by all CoP members (e.g., those actively piloting the GBV PEF and those that plan to in the coming 12 months). All CoP members will have the ability to post questions, make comments, and respond to others in the online forum. InterAction will encourage everyone to engage frequently as the forum will only function if everyone regularly contributes.

Regular calls, planned and facilitated by InterAction, will be limited to those actively piloting the GBV PEF to encourage open dialogue among a smaller group of CoP members.<sup>2</sup> The frequency of calls—initially to be held monthly—will be agreed upon by the Advisory Committee. The calls will serve as an opportunity to discuss pertinent topics from the online forum as well as other topics of relevance. In the initial few months, these could include:

- Challenges CoP members are facing in the effort to do detailed and context-specific analysis of GBV risks (or other types of protection risks).
- Experiences in using a simple Theory of Change as a basis for program/intervention design.
- Experiences in designing a simple Theory of Change, including using the “If–Then–Because” methodology.
- Developing appropriate proxy indicators and learning to work with global indicators that certain donors require.
- Contextualizing all three elements of the risk equation to a given context.
- Sharing how CoP members are carving out time to analyze and reflect on the figures generated by quantitative reports and data collected.
- Learning to “design for evaluability.”
- Working through the crucial steps for outcome mapping (laying out the vision, defining boundary partners, identifying progress markers, etc.).
- Other relevant topics.

Both the online forum and the calls will be guided by a set of community norms (see here in [English](#), [French](#), [Spanish](#), [Arabic](#)—drafted by InterAction and to be endorsed by the Advisory Committee). The norms promote active engagement, among other things.

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<sup>1</sup> While the GBV PEF was initially designed with a focus on GBV, the CoP will also provide space for organizations who seek to apply the framework to risk prevention more generally, with a view to expanding application of the framework and to help us understand the full scope of ways it is being used to achieve protection outcomes. These individuals will be limited to engagement within the online forum.

<sup>2</sup> Additional ad hoc calls for the broader CoP membership may be held, dependent on demand from CoP members and InterAction’s ability to plan and facilitate these calls.

InterAction staff will be available to provide technical support and guidance in the online forum and during calls and will make additional support available wherever possible. For example, it is anticipated that a consultant with M&E expertise will be available for the first several months after the launch of the CoP; topics for discussion will therefore be tailored according to their expertise and CoP members' interests. Other experts will be brought into the discussion based on topics raised (and dependent on funding).

Finally, InterAction will set a learning agenda for the GBV PEF, and the CoP will be used as a vehicle for tracking lessons learned, successes, and other learning shared by CoP members.<sup>3</sup> Learning coming from the CoP will be used by InterAction and the Advisory Committee to revise the GBV PEF over time. InterAction will also work directly with individual actors piloting the GBV PEF to document their experience in using the framework.<sup>4</sup> Documented case examples of the GBV PEF and related materials will be disseminated (including in languages other than English where funding allows) to interested stakeholders during the course of the project and will be added to InterAction's growing [resource repository](#) and linked to the [webpage for the GBV PEF](#) which is freely accessible by any interested actor. Learning can also be used by InterAction and CoP members to inform engagement with global inter-agency fora such as the Global Protection Cluster and the Gender-Based Violence Area of Responsibility, the Call to Action on Protection from Gender-Based Violence in Emergencies, and other initiatives.

### **III. Composition**

The CoP will consist of practitioners who are piloting the GBV PEF—program and M&E staff—and those who plan to pilot the GBV PEF in the coming 12 months. Initially, discussions within the online forum and during calls will be primarily in English. However, InterAction will make efforts to encourage discussions among non-English speakers by providing translation and interpretation in other languages wherever possible.<sup>5</sup> It is expected that the individuals/organizations participating in the CoP will change over time as others who begin piloting join, and some who either finish piloting or no longer wish to access this support will stop engaging.

In order to join the community, an individual will be required to demonstrate via a short membership application (see here in [English](#), [French](#), [Spanish](#), [Arabic](#)) how they are currently using the GBV PEF or how they plan to use it and when. InterAction will review applicants and decide who can join the CoP and whether they have access only to the online forum or to both the online forum and the calls.

Others who are not actively using the GBV PEF or with clear plans to pilot it in the coming 12 months, but want to be kept abreast of the learning, can reference InterAction's publications in line with the learning agenda (see point VI below).

### **IV. Exit Strategy**

The CoP is a time-bound initiative that aligns with the piloting phase of the GBV PEF. The pilot phase will last from January 2022-March 2024 (dependent on funding). Therefore, the group will dissolve, or evolve into something else that suits CoP members' needs by March 2024, or earlier if agreed upon by Advisory

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<sup>3</sup> All information will be anonymized when shared beyond the CoP unless explicit permission has been granted.

<sup>4</sup> See [this publication](#) for other documented examples of results-based approaches to protection in action.

<sup>5</sup> Dependent on funding, efforts will be made to provide translation and interpretation initially into Spanish, French, and Arabic. Additional languages may be added depending on language preferences of CoP members.

Committee members. Final revisions to the GBV PEF based on learning coming from the CoP (and other sources) will be completed by March 2024, and a revised GBV PEF will be launched.

## **V. Value for member engagement**

CoP members are expected to reap several benefits, including:

- Opportunity to be a part of new, emerging practice that aims to shift how humanitarians achieve GBV prevention outcomes.
- Meeting and building connections with other practitioners working to prevent GBV across diverse contexts; learning from their expertise and experiences.
- Continuous access to resources and information.
- Ability to engage on an ongoing basis with other practitioners working through similar challenges via the online forum.
- Opportunity to participate in regular calls on pertinent topics raised by CoP members and/or based on expert support available (e.g., M&E expert consultant, etc.).
- Access to experts that know how to use outcome-oriented approaches introduced within the GBV PEF (i.e., outcome mapping, outcome harvesting, contribution analysis, most significant change, developing proxy indicators, use of the risk equation, etc.).
- A safe space to ask questions where guidance is given, and challenges are explored; experts can help troubleshoot arising problems.

Active participation by all CoP members will make the CoP more valuable for everyone.

## **VI. How the Community of Practice will be managed; InterAction's role and responsibilities**

InterAction is responsible for the overall management of the CoP. Specifically, InterAction will:

- Set up and manage behind-the-scenes technology for the online forum and calls; troubleshoot when needed.
- Create a membership form for people to apply to join the CoP; review applicants and take decisions regarding community membership. Draft and enforce a set of community norms for the online forum and calls.
- Organize and facilitate the online forum and calls.
- Maintain an up-to-date contact list for CoP members.
- Maintain an accessible database of resources shared in the CoP.
- As far as possible, ensure translation of key discussions within the online forum and interpretation during calls (dependent on funding).
- Set the agenda for each call and disseminate to CoP members in advance.
- Invite guest speakers with relevant expertise to participate in the online forum and during calls.
- Take and disseminate meeting minutes (no attribution, and particularly sensitive points omitted so as to encourage open dialogue).

- Screen questions/comments posted in the online forum for appropriateness, respond to questions, identify others with relevant expertise who can respond to questions, and initiate questions/topics in the online forum for discussion as needed.
- Bring in experts to provide support on specific aspects or problem areas raised in discussions (for example, an M&E expert).
- Support the learning agenda of the GBV PEF, track learning coming from CoP members, other emerging issues, etc. and share back with the group and, where relevant, with the broader humanitarian community.
- Synthesize and document learning coming from the CoP to revise the GBV PEF at the end of the piloting phase (March 2024), and ensure this learning is shared with the broader humanitarian community where relevant.
- Track “success” metrics for the CoP with a focus on key trends, issues raised, and other patterns as well as overall member engagement.

## **VII. Annexes**

- A. Evaluation Framework for the Prevention of GBV ([English](#), [French](#), [Spanish](#), Arabic—coming soon)
- B. GBV PEF CoP Membership Form ([English](#), [French](#), [Spanish](#), [Arabic](#))
- C. GBV PEF CoP Norms for Engagement ([English](#), [French](#), [Spanish](#), [Arabic](#))