



Aga Khan Rural Support Programme (AKRSP)

Activity No: 1134

Conduct assessment of Government line departments, AKDN agencies, and political representatives' capacity for delivering gender equality and WEE programming

Under

Broadening Economic and Social Transformation for Women's Economic Empowerment and Recovery (BESTWEER)

November 20, 2025

Sub Activity

1134.1: Conduct assessment of Government line departments, AKDN agencies, and political representatives' capacity for delivering gender equality and WEE programming

Background

The Aga Khan Rural Support Programme has been working with the rural community of Gilgit GBC and Chitral for more than four decades in participatory development. AKRSP aims at improving the quality of life of local communities of Gilgit and Chitral. It implements different projects in these areas with financial and technical support from national and international donor agencies including the government of Pakistan. AKRSP has a nearly 4 decades-long history of engagement with local communities and government line departments to achieve its set objectives. Since its inception, AKRSP has been working in close collaboration with the government, particularly in Gilgit-Baltistan.

Building on the successes of the interventions under EELY, and aimed at creating an enabling environment for WEE, provincial and national exposure visits will be organized for religious, traditional and community leaders as well as Government officials. Participants will be able to witness WEE interventions, witness the best practices adopted by the communities, listen to success stories and learnings of women and their allies, and encourage them to champion and support WEE activities and advocate within their departments and assemblies for policies that support WEE.

Output Details

Under output 1134, the project hired a consultant to conduct an assessment of government line departments, AKDN agencies and their Boards of Directors, and elected political representatives to strengthen the capacity to deliver gender equality and women's economic empowerment (WEE) programming across GBC. Based on the Training Needs Assessment proposed by the consultant project team organized workshops for all the stakeholders focusing on gender-responsive and environmentally sustainable project planning and management, gender equality and WEE legislation, and gender-sensitive annual development planning and fund allocation. In addition to this, project team organized exposure visits for elected representatives and officials of government departments at inter-divisional level (within GBC) to learn from successful WEE and other AKRSP/AKDN initiatives. Moreover project team organized further exposure visits for political representatives and government staff to participate in conventions and conferences, allowing them to learn from successful WEE initiatives by other organizations. Project also supported Pre-budget and annual Annual Development Plan (ADP) formulation workshops across GBC with elected women representatives, government officials, and civil society organizations to ensure gender equality and WEE issues are prioritized in resource allocation. A highlighting achievement of the output was to provide Technical and financial support to the Women's Development Department for formulation of first ever GB Women Empowerment Policy, Strategy, and Action Plan 2024-2029 and continued efforts to build the capacity of officials from the Gilgit-Baltistan Women's Development Department and other relevant departments. These efforts were channelled to enhance the institutional capacity,

influence policy, and promote gender-responsive planning and implementation across government and civil society sectors in Pakistan.

Activity Objective:

The project will hire another consultant to conduct a follow-up assessment of stakeholders engaged under the output 1134

Target Groups

The assessment frame for the study includes all the beneficiaries supported under output 1134 (Government line departments, AKDN agencies and their Boards of Directors, and elected political representatives)

1- Activity description for the study

The beneficiaries come from the target project area of Gilgit, Diamer, Baltistan and Chitral. The consultant will be responsible to refine the sample. The sample should be drawn in view that representation of implementation level as well as type of support along with gender balance in target group for sampling.

To assess results at the outcome level, the assessment will measure to increased capacity of (i) Government line departments; (ii) AKDN agencies and their Board of Directors; and (iii) elected political representatives to deliver gender equality and WEE programming. Quantitative findings will be complemented by qualitative methods, including focus group discussions and key informant interviews, to capture pathways of change and contextual factors influencing results. Learning from training workshops, Exposure visits, and Pre-ADP formulation workshops, and policy formulation efforts with the WDD department of GB will be integrated into the analysis to examine the Gender-responsive capacity development on the social, economic, and environmental dimensions of WEE provided to government line departments, AKDN agencies, and political representatives.

Findings from the KAP assessment and qualitative analysis will be synthesized to assess progress toward Immediate Outcome 1134 and to inform adaptive programming, learning, and scale-up.

Objectives of the Assessment

This KAP study will be carried to evaluate the changes in knowledge, attitudes, and practices of women and men participants who took part in the activities under output 1134 (target group outlined above), with a focus on:

- Gender-responsive project planning, environment, budgeting, monitoring, and management for staff of government relevant departments at divisional level.
- Gender transformative and gender-responsive approach for AKDN agencies program level
- Assessing gender and its implications on the environment and climate change adaptation for elected representatives
- Learning from successful WEE and other AKRSP/AKDN initiatives through exposure visits.
- Advocacy for WEE planning and spending during the development of the Annual Development Plan of the GB Assembly.
- Support extended to GB WDD in the formulation of Women Development policy and action plan

Generating evidence to inform adaptive program design, learning, and scaling of interventions aimed at enhancing women's voice and representation

2- Key Activities During the Assessment

- a. **Preparation and Inception Phase**
 - o Review project documentation, including TNA report finalized under 1134.1.1, and other exposure visit and training reports completed under the output.
 - o Work with the project team to finalize the list of beneficiaries and sample selection.
 - o Develop data collection tools (survey questionnaires, focus group discussion guides, and key informant interview protocols).
 - o Plan the fieldwork logistics and train enumerators where required.
- b. **Data Collection**
 - o Conduct quantitative surveys with beneficiaries to measure knowledge, attitudes, and practices related to gender equality, gender responsive and gender transformative program planning, budgeting, monitoring and climate adaptation.
 - o Conduct qualitative focus group discussions and key informant interviews with women, male beneficiaries (government line departments members, AKDN staff and Political representatives and other members who participated in exposure visits, pre-ADP and WDD women development policy formulation workshop) to explore perceptions, experiences, and behavioural changes.
 - c. Collect additional relevant data from MERL monitoring records, project reports, and session attendance sheets to triangulate findings.

3- Analysis and Reporting

- a. Analyze quantitative and qualitative data to assess outcomes and changes over time.
- b. Identify factors that facilitated or hindered impact, including changes in appointments at the government level, peer learning effectiveness, and mobility to other departments/areas
- c. Develop a comprehensive report highlighting key findings, lessons learned, and recommendations for future programming.

4- Consultant's ToRs

The consultant will be responsible for following task.

1. Draft an inception report, receive feedback from AKRSP and incorporate feedback. The inception report should discuss in detail the study plan, methodology, sampling scheme, survey tool and survey protocols,
2. The consultant will work MERL team AKRSP in cleaning and aligning the data for sample finalization.
3. Hire and train the local experienced data collection team (where applicable) for the survey with consultation with MERL team.
4. Conduct pilot testing and refine the tools (if it is required) in consultation with AKRSP,
5. Develop survey manuals/guidelines and implement the full-scaled study,
6. Collect data from the field/beneficiaries with the support of AKRSP field teams
7. Maintain database in MS Excel/transcripts and submit the database with analysis to AKRSP at the end of the study,
8. Prepare and submit a draft survey completion report to the AKRSP on the agreed template and on agreed deadline,
9. Present findings based on the draft report in a workshop and receive feedback,
10. Incorporate any feedback provided by AKRSP on the report

11. Develop the final report which includes findings of the assessment and agreed feedback to be submitted within a week after the validation workshop

5- Key Deliverables

The consultant will submit the work in the form of a final report on an agreed template of AKRSP. Overall, the report should cover the overall objectives/purpose and scope of the work. Specifically, the report should be discussed in detail:

1. Inception Report including refining methodology, training enumerators, workplan with final tools and data collection plan-10 days
2. Draft report with initial tables/ findings on indicators of the output - 20 days
3. Final Report with incorporation of feedback-20 days

6- Data analysis

The consultant will analyze data through descriptive analysis to assess the project results and use infographics to highlight key findings. The findings will further elaborate on the existing gaps and will be helpful in developing recommendations for the project.

7- Qualification and Experience of individual/firm

The consultant/firm should include the technical expertise and practical experience required to deliver the scope of work and evaluation outputs with regards to:

- Consultants or team of consultants should have a master's degree in social sciences and Humanities, Economics or other development studies
- Demonstrated experience in conducting similar studies (KAP studies/impact assessments and tracer studies)
- Knowledge and experience in conducting research and evaluation studies in Gilgit-Baltistan and Chitral.
- Demonstrated experience in safeguarding and respecting vulnerable populations,
- Fluency in English and Urdu is mandatory. Additional relevant languages (e.g., Khowar, Shina, and Wakhi etc), an asset.

8- Confidentiality and Ownership of the Data, Documents, and Equipment

- AKRSP shall be the owner of all the data collected, data sets, reports, documents, etc. prepared by the consultant,
- All the data collected must be handed over to AKRSP before final payment,
- All documents, reports and information from this assignment will be regarded as AKRSP's intellectual property, so the mentioned outputs or part of it cannot be sold or used in any case without the prior permission of AKRSP.

9- Study Execution Plan

a. Timelines

The core M&E team will be responsible for the conceptual design and contract out the study. As per ToRs, the consultant will be responsible for collecting data and produce a consolidated draft narrative report incorporating analysis of findings against each indicator by March 15,2025

10- Hiring Process

AKRSP will hire services of consultant through competitive process, inviting bids and evaluating bids.

11- Application package

Applicants are required to submit following as part of the application package.

1. Profile consist of following details.

- ✓ Willingness to work under strict timelines,
- ✓ Relevance of the candidate with the scope of work,
- ✓ Ability of the candidate to deliver the deliverables,
- ✓ Local Team members (If any) and dedication for executing the task
- ✓ Budget/renumeration expectations.

2. Technical proposal with detailed methodology and study execution plan and annex sample of work (two relevant studies)

3. Financial proposal with details of cost elements

12- Evaluation Criteria

Proposals will be evaluated based on the following set of criteria:

CRITERIA	MAXIMUM SCORE
Technical Component	
Demonstrated experience in conducting and coordinating similar studies	25
Education and Technical Experience of Team	15
Proposed Methodology, Workplan and Approach (Gender lense and technical)	30
Relevance of Sample work to study	10
Total Technical Component	80
Financial Component	
Realistic and appropriate costs for proposed work	10
All relevant costs included to carry out proposed work	10
Total Financial Component	20
	100

13- Ethical/Safeguarding Considerations

The responses will be taken after the consent of the respondents. The consent question will be added in the beginning of the questionnaire/tool. The consent will be taken after informing objectives and purpose of the survey and abiding by the AKRSP's safeguarding policy.

AKRSP-AKF is an Equal Opportunity Employer and is Committed to Safeguarding and Promoting the Welfare of Children and Vulnerable Adults and Expects all Staff and Partners to Share this Commitment.

