

Terms of Reference

Piloting of the Local Education Group Self-Assessment Tool and Performance Feedback Instrument

Overview:

The GPE Secretariat is seeking Governments and Local Education Groups (LEGs) to take part in piloting a newly developed LEG Self-Assessment Tool and Performance Feedback Instrument (herein referred to as ‘the tools’).

The tools have been designed to help facilitate LEG reflections on how country-level partners can work together more effectively to achieve shared sector goals. The aim of the pilot is to test the user-friendliness and relevance of the tools and identify necessary guidance and support so that the Partnership can support strengthened, mutually accountable partnerships across diverse country contexts.

Pilot period: October 2019 - March 2020

This pilot will not entail funding from the GPE Secretariat.

This pilot is one of the Board-approved actions under “Strengthening Country Level Partnership and Government Ownership” of the Effective Partnerships Review and Rollout (EPR).

Background: What are the tools and why have they been developed?

Feedback from partners has concluded that the GPE does not currently have an effective mechanism to strengthen LEG effectiveness and the partnership overall. To address this, stakeholders have identified the need to create a flexible, user-friendly mechanism to support sector dialogue, recognizing that LEG functions, structures and effectiveness differ according to country contexts, needs and capacity. This led to the development of the **LEG Self-Assessment Tool** which has been designed *to help facilitate a learning process to support a strong partnership and an effective LEG*.

Similarly, the **Performance Feedback Instrument** was also developed to allow LEG members to *reflect openly on the individual contributions of each stakeholder to the LEG*.

Purpose and objectives: Why is GPE piloting these tools?

The GPE Secretariat is piloting these tools to support the strengthening of country level partnership to test, refine and improve the tools to determine how and if they can be used and adapted across different country contexts. The objectives of the pilot are to:

- a) Test the utility of the *LEG self-assessment tool and the Performance Feedback Instrument* across diverse country contexts and identify gaps to strengthen them

- b) Further develop related guidance based on assessment results and in response to specific demands for targeted and practical LEG guidance¹
- c) Determine how the tools should be introduced and monitored, including resource implications, if any.

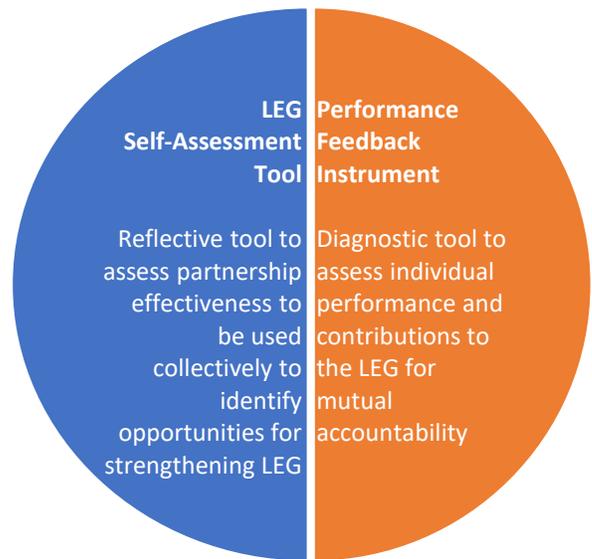
What are the tools?

The LEG Self-Assessment Tool and the Performance Feedback Instrument are intended to be complementary and mutually supporting.

The **LEG Self-Assessment Tool** is designed to stimulate a collective reflection on LEG priorities and actions that need to be taken to improve LEG effectiveness.

The **Performance Feedback Instrument** is designed to facilitate assessment of individual (i.e. by stakeholder/institution) LEG members’ performance and adherence to their accountabilities for course correction, through dialogue.

Taken together, the tools are intended to stimulate dialogue within the LEG for greater effectiveness and enhanced mutual accountability.



Rationale: Why should we participate in the pilot?

This pilot provides an opportunity to enhance LEG effectiveness. The pilot will provide the opportunity for open dialogue, reflection, feedback, and learning to improve the effectiveness and efficiency of their LEG, by reviewing its strategic effectiveness and its organizational and collaborative capacities to fulfil its policy dialogue functions, and if desired, the performance of key players in the LEG.

Pilot participants will also have the opportunity to share and exchange experiences with each other across countries (through videoconferences). The benefits for country teams in participating in the pilot are to:

1. Identify opportunities to strengthen partnership and collaboration through the LEG in your country
2. Contribute to the refinement of the tools and their related guidance in view of their broader use
3. Engage with the GPE Secretariat during the piloting testing process (if desired) around sector dialogue strengthening
4. Contribute to and benefit from exchange of experiences around LEG effectiveness with other piloting countries for mutual learning purposes

¹ The LEG Self-Assessment Tool is rooted in *Guiding Principles towards Effective Local Education Groups*, recently developed by the GPE Secretariat and informed by GPE research on effective multi-stakeholder partnerships. While these principles are available to partner countries as overall LEG guidance, the pilot also provides the opportunity for the GPE Secretariat to further develop practical guidance to support partner countries in responding to their assessment results and operationalize the LEG effectiveness principles.

Scope of the pilots: Who and what does the pilot involve?

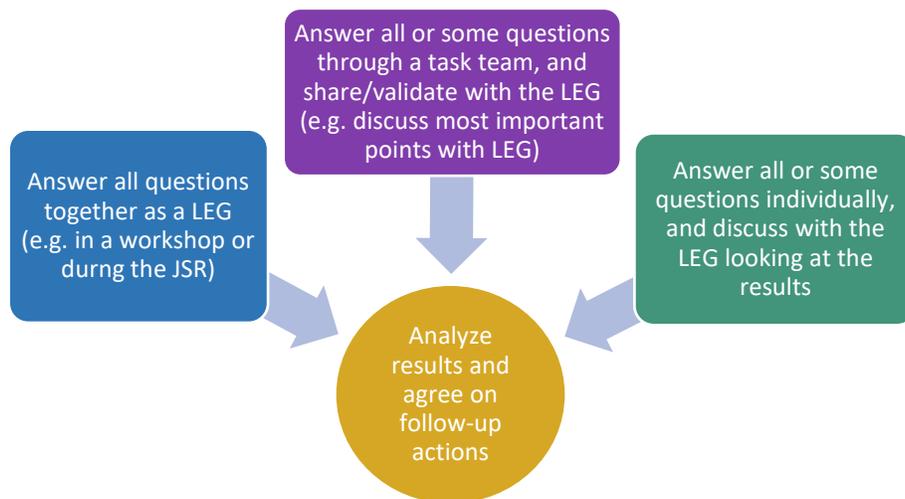
The GPE Secretariat hopes to engage 10-15 (volunteer) countries, with diverse LEG arrangements and variety of different contexts, in the piloting of the tools. The Government, represented by the GPE Focal Point, and the coordinating agency are likely the key contact points for the pilot. For the Secretariat, communications will largely go through the Country Lead.

The tools aim to engage country partners in the process of policy dialogue, learning, reflection, and feedback in order to identify and address challenges and strengthen the Partnership. With this in mind, the pilot will ideally involve all LEG members but likely with different levels of engagement (see options below): ministry representatives, coordinating agency, grant agent, development partners, in the self-assessment and feedback process to strengthen the country level partnership.

This stage of the pilot does not yet endeavor to assess how the tools contribute to strengthening the Partnership. This analysis is envisaged as a subsequent phase of analysis.

Countries who participate in the pilot are invited to **choose how they wish to use the tools** based upon their context.

Possible options on the use of the LEG Self-Assessment Tool (to be adapted by countries)



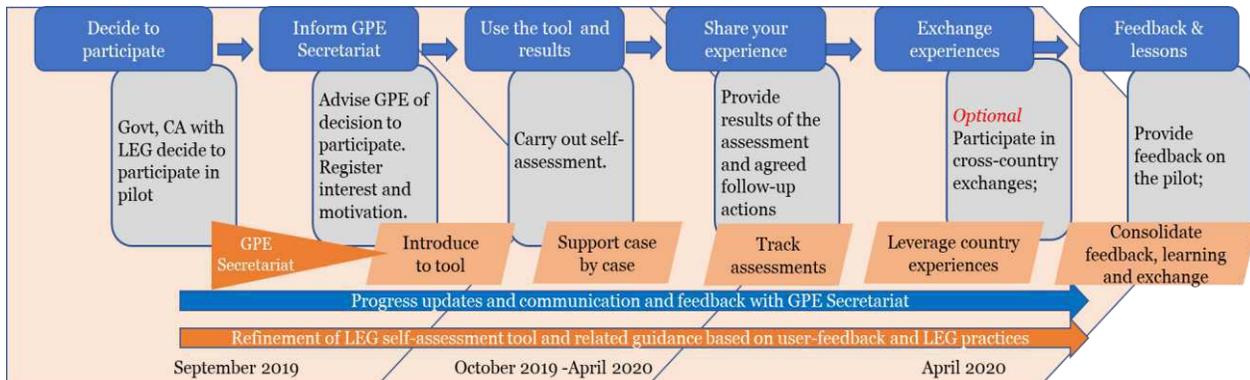
Common to all options is to use the Tool as way to facilitate dialogue, focus and priority-setting. Also, the Tool is conceived to capture progress over time, the ideal is that the exercise takes place regularly (such as once every two years).

Similarly, **LEGs can also decide how to use the Performance Feedback Instrument**. Possible approaches include: (i) collective application through open and transparent dialogue among LEG members (e.g. by using the questions as discussion guidance questions); or (ii) individual application through which LEG members prefer to keep their answers anonymous and complete the instrument separately followed by an open and transparent discussion on the results. In case LEGs wish to adopt the latter approach (or similar), an online modality that would facilitate anonymous feedback will be available.

The two tools may be used in the order that LEGs wish to. Yet, during this pilot phase for some LEGs, it may make more sense that first the LEG self-assessment exercise is carried out to identify ways of

strengthening how the LEG works in relation to its objectives, before the performance feedback instrument is used, likely a few months later. *Some country contexts may opt to use the tools without ‘hands-on’ support from the GPE Secretariat. But guidance and technical assistance will be available from the Secretariat, if and as needed to support the use of the tool.* The level of desired Secretariat support should be discussed between the MOE/CA and the Country Lead.

Next steps and timeline



1. **Decide to participate** in pilot (reach out to your Country Lead for more information).
2. **Express Interest** via e-mail by **October 17, 2019** (provide key contact name(s), suggested pilot country name). E-mail should be addressed to Michelle Mesen mmesen@globalpartnership.org, copying the relevant Country Lead. (The sender can be from the MOE or the CA, copying relevant partners.) Expressions of interest after the above-indicated date will also be accepted.
3. **Discuss how and when to carry out the assessments/performance feedback** within the LEG and inform the Country Lead. Some countries may decide to make the decision independently, while others may wish to ask for support from the GPE Secretariat.
4. **Carry out the assessment/performance feedback**, and develop a follow-up action plan or alternatively, record the agreed actions/timeline as appropriate (e.g. in the LEG meeting minutes). Share with the Country Lead.
5. **Participate in cross-country exchanges** through video conferences *(if desired)*
6. **Provide feedback** on the tool and the experience as requested. This will likely be between April and June 2020. This may involve a questionnaire or a call/Webinar. Detailed written feedback/suggestions on the content of the tool and related guidance is also welcome.

Key output

The GPE Secretariat will engage with country partners as needed during the pilot testing process. While individual stakeholders will not have to provide a written output, the Secretariat requests that experience of using the tool in practice and what mechanisms and modalities were instrumental in facilitating its use

and follow-up are shared with the Secretariat. As mentioned above, the Secretariat will reach out to country partners between April and June 2020, to receive feedback on the tools and the pilot experience.

Based on the various country pilots, the Secretariat will develop:

- a) Summary analysis of how the pilot was conducted and the overall experience;
- b) Refinements to the tools based on feedback; and
- c) Accompanying guidance to support follow-up of assessment results.