India Evaluation Case Competition 2023 Rules

Identify your team as a group of consultants exploring opportunities in the development sector and have come across a Request for Proposal (RFP) by an agency for supporting the M&E of their projects. You have to study their project documents and submit an M&E plan proposal in response to the RFP, provided for the competition.

Language: Your proposal document should be in English.

Time: You will get 7 hours on the day of the competition (6 August 2023) from 10 am IST onwards till 5 pm IST. The case will be mailed to all team leaders at 10 am. If the submission mail is delayed beyond 5:15 pm, please also add a note about the reason behind the delay. Delay beyond 5:15 will attract a point penalty per hour.

Virtual/Email submission of the response proposal:

Alternate the case will be made available in our competition website at https://www.evalcasecomp.in/ from where the team leader/team member can download the RFP. Also there will be provision to upload your response submission (in proposal form). You may also email the same at india.eval.case.competition@gmail.com.

Anonymity: Do not include in your submission any information that might reveal the identity of the team members or your institution to the judges. A team should identify itself only by its name. If you have a logo for the team, be sure that it does not give away your location/ institution. Please make sure your team's name appears on the first page of your submission.

Inputs: Teams can access the Internet and use reference materials to add information, details, etc. to their submission. They are not allowed to consult with their coach or any other advisor while preparing the submission.

Honour Code: This is a competition aimed at raising awareness about Monitoring and Evaluation amongst students in India. This is neither an exam, nor a thesis. We expect that all teams will work independently of each other, and will not conduct any unethical activities. We cannot and will not proctor the teams or demand a plagiarism check. No team should contact any of the judges or volunteers for any favours during the competition. Any sort of canvassing, if noticed by the organisers, will lead to disqualification of the teams.

Format of Submission: Please use a text file, a .pdf and a .docx file as your final submission format. Name it as TeamName.pdf and TeamName.docx. Please submit only these two files without any additional material/ links to material stored online. Add all tables, however large, to the same files. The mail should be sent by the team leader from the same mail id to which we will send the file.

Handling Problems/ Issues: If the team faces major internet connectivity issues/ power outages/ other difficulties, a few extra hours may be given to the team, if the organisers are informed beforehand. Due to the nature of the competition though, alternate days/ extension

beyond a few hours will not be feasible. Any team failing to submit by 10 pm on 6th August 2023 will be considered absent from the competition.

Nature of Competition: Due to the large number of responses to the RFP expected, the agency has decided to have a two level screening process. All submissions will first be coded to anonymise the submissions.

Level 1 screening - In this stage, a screening committee will check for completeness of documents requested in the RFP and the M&E knowledge of the consultants. Any submission violating the anonymity rule will be disqualified. A maximum of 30-40 submissions will be forwarded for Level 2 screening.

Level 2 screening - A jury panel will do level 2 screening. Each submission will be judged and scored by one jury member. The top 5 submissions will be cross checked by other jury members.

Top 3 submissions will be declared as winners. The 1st position team will be contacted to check if they can participate in the World Evaluation Case Competition (WECC). If they cannot represent India for some reason, 2nd/ 3rd team will be contacted.

Components of the submission (in the proposal reference):
The submission will be in the form of a response to the Request for Proposal, with a cover letter, answers to objective questions, and the proposal document. The proposal document will contain minimum following sections.
- Short note on the sector
- Background note on the project
- LogFrame Matrix and Theory of Change diagram
- Measurable Indicators
- Criteria-based evaluation questions
- Monitoring plan
- Evaluation plan (type of evaluation, timeline, stakeholders, data collection methods, etc.)

Further details/ clarifications will be circulated 10 days before the competition date, along with basic reading material related to the sector of the competition.

Judging:
Jury will be looking at the approach the team has towards the case, understanding of evaluation, respect towards data and evidence.

Honesty, and honour code are important. Please avoid plagiarism; bring in your originality.

Judging Criteria:

Jury panel will use the following criteria to judge each submission using their subjective understanding.

Assessment Area	Criterion	Weight (% of total)	Marking
Situation analysis	Understanding of the sector, objectives and outcome Case study theme - Online child sexual exploitation and abuse	10	8-10 Excellent 5-7 Good 1-6 OK For each criteria.
	Understanding of the case project and extra information added	10	
Logic, practicality and methodological strength	Producing single logic model (matrix form) in a creative and accessible format and theory of change diagram separately	20	Note Jury will make fair judgement without bias. Marking from Jury will be treated as final.
	Measurable Indicators (SMART)	10	
	Criteria-based evaluation questions (REESIC)	10	
	Evaluation plan (type of evaluation, timeline, stakeholders, data collection methods, etc.)	10	
	Demonstrating consideration of gender, equity, diversity, justice, sustainability and inclusiveness in the process	10	
	Recognizing challenges to an evaluation and providing innovative and creative ideas for mitigating them	10	
Effectiveness of presentation	Clarity and flow of ideas, and creativity in their presentation.	10	
		100	