

Terms of Reference

Establishing an Endline for Outcome indicators of Inclusive Sofala Programme funded by Austrian Development Cooperation, 2018 - 2022

Background & Rationale

Light for the World is a global disability and development organization whose vision is an inclusive society where no one is left behind. We strive for accessible eye care services and support inclusive education, empowering persons with disabilities to participate equally in society.

Light for the World is currently implementing a five year Strategic Partnership Programme with the Austrian Development Cooperation. The programme is called “Inclusive Sofala” and aims to promote an inclusive society in the Province of Sofala, in which persons with disabilities can participate equally in social, economic and cultural life. The core approach to promote comprehensive inclusion is Community Based Rehabilitation, a multisectoral approach working to improve the equalization of opportunities and social inclusion of people with disabilities while combating the perpetual cycle of poverty and disability (<http://www.who.int/disabilities/cbr/en/>). More information on the programme found in the full proposal (Annex 1) and Logframe (Annex 2).

For the Baseline study (Annex 3), it was decided to make use of the existing Tool on CBR Indicators developed by WHO and the IDDC (International Disability and Development Consortium). This tool (which is a manual and app) contains indicators capable of capturing the difference CBR makes in the lives of people with disabilities who live in a community where CBR is implemented. See more here: http://www.who.int/disabilities/cbr/cbr_indicators_manual/en/

The present consultancy aims at planning, accompanying and analyzing the repetition of the Baseline study (thus the Endline study) for the outcome indicators for the ADA Programme “Inclusive Sofala”, using the WHO/ IDDC CBR Indicators Manual and App.

Purpose of the Endline

The purpose of the Endline is to assess the impact of the implementation of CBR/DICD interventions based on the results of the CBR Baseline conducted in 2018.

Goal of the Endline

The goal of the Endline is to establish gender-disaggregated Endline information on the lives of persons with disabilities (and non-disabled peers) at the End of the fourth year of a comprehensive five year programme, in order to be able to measure impact of the programme on these persons (and non-disabled peers) by the end of the programme. (Primary goal)

As the Endline will include comparison of quality of life and access to services of disabled and non-disabled community members, it will also be used for documentation of the exclusion of persons with disabilities from essential human rights. (Secondary goal)

Endline Objectives

Inclusion is a multi-dimensional concept, which touches on aspects of health, education, empowerment, livelihood, and social inclusion. The primary beneficiaries (people with disabilities) have individual needs in each of these categories. It is thus important that any evaluation on Community Based Rehabilitation provides information on the impact during the programme duration in the subjective quality of access to these key development areas.

Given these considerations, the objectives of the Endline study are as follows:

1. To provide an Endline evaluation after 4 years of a comprehensive CBR Implementation, which will be able to assess the extent to which Community Based Rehabilitation services and systems enable persons with disabilities (and among them specifically women with disabilities) to access and make effective use of health and education services, livelihood opportunities and empowerment and social inclusion processes;
2. To explore the extent to which persons (women) with disabilities are currently experiencing (full or partial) exclusion from health and education services, livelihood opportunities and empowerment and social inclusion processes compared to non-disabled peers;

Endline Methodology

Indicators and Data Collection Instruments

The Endline data will make use of the global WHO CBR outcome indicators and their associated data collection instruments, which were launched by WHO in December 2015. This WHO document, “Community-based rehabilitation

indicators manual” (available at http://www.who.int/disabilities/cbr/cbr_indicators_manual/en/), presents the indicators and the recommended data collection and reporting strategy. The proposed set of indicators includes 13 base and 27 supplementary CBR indicators. A pre-selection of the indicators has been done during the baseline study.

The indicators serve to capture the situation of people with disability in settings where CBR is carried out, independent of the specific objectives and implemented activities of a program. Data disaggregation on gender is ensured in the data collection. A mobile phone application (app) for android phones is freely available, and provides the preferred method of data collection. This app has been translated into portuguese, and has been field tested by the WHO in CBR settings (see <https://www.youtube.com/watch?v=NEfJYoGX3uU&t=3s>).

Sampling

Baseline data collection activities has been timed to coincide with the roll-out of a CBR programme in the intervention areas.

The target number of persons surveyed were 415 comprising 218 persons with disabilities (all disabilities, all age groups), as well as 197 non-disabled peers three districts (Beira, Búzi, Gorongosa) in four communities. 52% of respondents were female and 31% children.

Participants were recruited by means of a door-to-door community census, which comprised the whole intervention area Non-disabled peers were selected from neighbouring households and matched in terms of gender, age and other socio-economic factors.

Data was introduced into the WHO app and uploaded to WHO server, from where it was accessed.

Ultimately, the same individuals who were interviewed on these indicators in 2018 will now be interviewed again at the end of the fourth year of the programme in **2021**. The consultant supporting the baseline had ensured that **household coordinates** are accurately recorded, and that unique identification methods to allow to follow-up on the persons after 4 years were correctly developed and applied.

Data Collectors

Data collection will be done by existing CBR workers (approx. 10-15 workers to be selected from 4 CBR partners). This has also been the method of the baseline study conducted in 2018.

Endline Target Audience

The Endline results must potentially serve the needs of a diverse audience with overlapping information needs. The core users of this Endline data will be Light for the World and the Austrian Development Agency. In so far as results show differences in living realities of persons (and particularly women) with and without disabilities, the secondary target audiences will include:

Policy makers on national level;

- ✓ In-country, regional and international peers in the field of Community Based
- ✓ Rehabilitation services;
- ✓ Academics;
- ✓ The broader donor community.

Scope of Work

The Endline will be conducted in three districts (Beira, Búzi, Gorongosa) in four communities, where CBR work started through implementing partners funded by Light for the World in 2018 right after the baseline was conducted. The prospective Service Provider is invited to submit an offer that will satisfy the following requirements, strictly within the timeframe specified below:

1. Using the WHO/ IDDC Indicator Manual for conducting a gender disaggregated Endline study of outcome level of Light for the World's Community Based Rehabilitation approach.
2. Ensure that the existing questions in the WHO app/manual (already translated into Portuguese and two local languages) are culturally-appropriate, by sufficient field testing in Mozambique before data collection starts and ensure adaption of the questions and/ or training where needed. Following from this, it should be noted that interviewing persons with different disabilities often requires specialist skills and training, and the service provider is cautioned to include consideration of this in the timeframe for data collection.
3. A team of 10 – 15 CBR field workers will be available during the data collection time (without additional costs for the researcher) to conduct the interviews. The field workers shall be trained by the Service Provider in conducting the interviews, avoiding bias in data collection and documentation of the results. The fact that these CBR field workers have no prior experience in scientific data collection must be taken into account when preparing and planning the training. The fact that the CBR workers are familiar with their communities and their target group will – on the other hand – enable a more locally appropriate and respectful interview environment, which is why this approach is being suggested by Light for the World.

4. Interviewees will be identified using the unique identification system developed during the baseline.
5. The Service Provider will be required to prepare the necessary protocols to obtain bioethical approval in Mozambique.
6. The training of field workers and supervision of field work will be an important component of the Service Provider's work, during which he/she will ensure the quality of data collection and documentation.

Management Model

- ✓ The Endline will be commissioned to a Service Provider who will be responsible for the design, data collection, and analysis and report-writing of the Endline study.
- ✓ The Endline will be managed in-country from Light for the World's in-country office, with technical guidance from Light for the World Head Office, in Austria.
- ✓ The Service Provider will be contracted by Light for the World International, via Mozambique Country Office in Beira and as well as the progress of the work, while coordinating operational implementation work.
- ✓ The invoice will be prepared for Light for the World International (in Mozambique Country Office in Beira).

Profile of the Service Provider The Service Provider should comprises a suitably-qualified and experienced consultant with sufficient technical experience to fulfil all roles, as specified below.

1. An M&E specialist with a minimum of seven years' experience in programme/project evaluation, baseline and endline and monitoring in an international development context.
2. Demonstrated ability to design and plan the Endline approaches and research methodologies, including quantitative research methods. This should include skills and expertise required to design, plan and conduct impact evaluations.
3. Relevant subject matter knowledge and experience development or disability rights.
4. Experience working with persons with disabilities in developing country contexts is an advantage;

5. Ability to design, manage and implement primary research in potentially challenging project environments. This may include working with community workers, adapting interview-standards to local contexts, etc.
6. Manage dataset of quantitative data and conduct statistically viable analysis;
7. Consideration of the extent to which the consultant has appropriate country knowledge/experience. This includes language proficiency to conduct the research required or that resources be made available (i.e. translator or social gatekeeper) to enable the research to proceed smoothly.

Timeframe (indicative)

The Endline is expected to be commissioned by **August 2021**. The full Endline and all its constituent parts must be completed by the end of **October 2022**.

Data collection is tentatively planned for **September 2021** and at latest **September 2021**.

Budget

The quotation for conducting the Endline study must not exceed **€15,000**. The contract will be awarded on the basis of an all-inclusive fixed fee that will cover all fees and expenses, as well as relevant taxes.

Deliverables

The following deliverables must be produced throughout the process of conducting the Endline study, subsequent to being awarded the tender.

1. Briefing sessions with Light for the World as required initially and throughout the process of conducting the Endline study;
2. A protocol and documentation in Portuguese for submission to the Bioethics committee in Sofala;
3. Consultation with WHO regarding access to the server and app data prior, during and after the research in case the app is to be used;
4. Consultation with the researcher who conducted the 2018 Baseline and the programme officer in charge of the data collection in 2018 to gather information on lessons learnt and good practices of the experience (if needed);
5. A Endline work plan with clear timeframes as well as process and output milestones;

6. A methodology document, including report structure, analytical framework/analysis plan, timeframe for training and field data collection and proposed questionnaire for field workers;
7. Report on the testing and revision of the questionnaire for field workers, as well as final version of the questionnaire;
8. Draft Endline report for review: Full (in Word format) with findings, analysis and executive summary;
9. 1st draft final Endline report for review;
10. Presentation to Light for the World and external donor (can be done online);
11. Delivery of original data-sets and analysis files for the Endline study, and acknowledgement of Light for the World's right to publish the data.

Application procedure

Interested Service Providers are invited to submit their Endline proposal **until Monday 23 august COB** to Margaux Roze Des Ordons (m.rozedesordons@light-for-the-world.org)

Interested parties are required to submit the following:

1. An itemized quotation with detailed motivation of cost to be incurred
The quotation must be inclusive of all costs (direct and indirect), all professional fees and all taxes;
1. A brief organizational profile detailing experience and relevant track record of the organization – with special reference to work conducted in sub-Saharan Africa;
2. Brief, one-page CVs highlighting the qualifications and experience of consultant to be directly involved in the Endline study;
3. A list of at least three referees with contact details;
4. Examples of previous work may be attached;
5. Comprehensive contact details (telephone number, mobile number and e-mail address) must accompany all submissions.

Q&A session for candidates:

There will be possibility to check back with Light for the World during a call-in (teams) on **Monday 16th august** with **Margaux Roze Des Ordons** (m.rozedesordons@light-for-the-world.org), **Milton Chifuca** (M.Chifuca@light-for-the-world.org) and **Janete Matias** J.Matias@light-for-the-world.org

If you are interested in join the Q&A session, **please send us by Friday 13th august COB** and email by and we will share the invitation with you.

List of annexes:

Annex 1: Logframe

Annex 2: Full proposal

Annex 3: CBR Baseline Report (2018)