

TOR for CONDUCTING SWAPNO ENDLINE SURVEY

A. Project Title:
Strengthening Women’s Ability for Productive New Opportunities (SWAPNO)
B. Description of the Assignment
<p>The baseline study on SWAPNO women beneficiary was conducted in August 2015 on total 1200 households including 800 intervention and 400 control households. The baseline household survey on SWAPNO women beneficiary adopted Randomized Control Trial (RCT) design so that the impact of the interventions can be determined with proper counterfactual at the end of the program. Beneficiary women were enrolled in SWAPNO programme on 16 August 2015 for 18 months’ tenure and they will complete SWAPNO tenure on 15 February 2017. During their tenure they got full time employment by Union Parishad for public asset maintenance work where each beneficiary received BDT 67,500 as cash wage and BDT 22,500 as savings. Together with employment they received life skill and livelihood skill training under SWAPNO intervention. An end-line survey is planned to be conducted on the same sample to determine the effect of SWAPNO on beneficiary women which will be guided by the final evaluation criteria of SDGF funded Joint program as delineated in Annex 2. The evaluation will apply the OECD/DAC criteria: relevance, effectiveness, efficiency, impact and sustainability.</p> <p>Main Objectives:</p> <ul style="list-style-type: none">- What are the available models of ‘graduation from extreme poverty’ tested in Bangladesh? How does SWAPNO fare with them? <p>What are the short run impacts of SWAPNO on the wellbeing of the beneficiary women and their households? Broad measures of wellbeing include income, employment, asset accumulation, health status, nutrition, food security, education, and empowerment.</p> <ul style="list-style-type: none">- How do we assess the overall success of SWAPNO as a graduation model? What lessons can we draw from SWAPNO to design such program in future? <p>Objectives of SDGF Joint Program:</p> <ul style="list-style-type: none">- Measure to what extent the joint programme has contributed to solve the needs and problems identified in the design phase- To measure joint programme’s degree of implementation, efficiency and quality delivered on outputs and outcomes, against what was originally planned or subsequently officially revised- Measure to what extent the joint programme has attained the results originally foreseen in their project document, M&E frameworks, etc.- To measure the impact of the joint programme on the achievement of the SDGs- To identify and document substantive lessons learnt and good practices on the specific topics of the thematic areas and crosscutting issues: gender, sustainability and public private partnerships
C. Project Description:
The project “Strengthening Women’s Ability for Productive New Opportunities (SWAPNO)” builds on UNDP’s experience with the Rural Employment Opportunities for Public Assets (REOPA) project

intervention, which was implemented by the Local Government Division (LGD) of MoLGRD&C from 2007 to 2011. Informed by the successes of the REOPA project, the SWAPNO project is designed as a follow-up programme in partnership with LGD, comprising public works safety net employment of extreme poor women in the most vulnerable districts. The project is designed following a state-of-the-art graduation strategy that aims at beneficiaries' sustainable exit from extreme poverty, with a focus on future employability. SWAPNO will be delivered in concert with a Social Protection Policy Support Programme. As such it will provide a test bed for a number of strategic interventions and, in addition to its delivery impacts, provide upward feedback to policy and system improvements.

SWAPNO's entry point is 18 months of cash-for-work employment in public works, simultaneously building human capital of extreme poor women. The employment tenure will be followed by a state-of-the-art 'graduation' strategy aiming at sustainable exit from extreme poverty, with focus on future employability (skills, job placement, market linkages, access to services and social inclusion).

SWAPNO envisages a delivery mechanism that combines government ownership, transparency/accountability and development impact having graduation out of poverty combined with building public assets. Women will be intensively counselled to save a portion of wages gained from public works. At the same time, they will be supported to invest their savings wisely. Moreover, the project will enhance good local governance and develop capacity of Local Government Institutions (LGIs).

A first set of key actions address the conventional financing constraint that limits the scope of programmes implemented by non-State actors, by leveraging community asset development to generate the returns that justify subsequent investments in asset transfers. Ultra-poor women employed at the Union Parishad level will during an 18-month employment tenure build, rehabilitate and/or maintain community assets that generate pro-poor social and/or economic impacts, as determined by rigorous mechanisms that promote community participation in the scheme identification process. Participating workers will earn wages at a rate adjusted for increased costs of living and in particular food price inflation. In addition to wages regularly paid, an end-of-employment bonus will be set aside as a development fund/account. This fund, together with financial and livelihoods-oriented awareness and capacity building, will enable participants to finance acquisition of productive assets at the end of the employment-based project phase. Voluntary regular savings to serve as a cushion during times of hardship will also be promoted to motivate saving behaviour. Community assets created through public works will be integrated into the graduation pathway to underpin the benefits.

A second set of activities provides a package of technical assistance for enhancing productivity, employment generation and thus income. This component will enhance cooperation between the UPs and service delivery departments, which will have positive impacts on the livelihood activities to be undertaken by participants and aim to strengthen developmental impact. These will include services to directly promote livelihoods – such as agricultural extension, veterinary services, support to fisheries and cottage industries, but also health and education services. Financial inclusion will be given special prominence. Services through banks and MFIs will be facilitated, including a delivery model for micro-insurance.

A third set of activities works to build the capacities of both implementing institutions as well as the participating women. Strengthening local government capacity not only supports effective project

implementation but also a range of service delivery mechanisms. Effective capacity for pro-poor and gender sensitive service delivery requires both capability and commitment, and is vital for successful implementation of the project. Likewise, the training of participants for downstream economic opportunities is globally recognised as an essential feature for sustained impacts. Training in livelihoods skills is a means of ensuring that the project serves both protection and promotion, making better use of the transformative potential of social protection interventions.

A fourth set of activities includes the implementation of schemes to address the challenges posed by climate change, and reduce risks associated with natural disasters. Vulnerability is reduced both by the protective impact of physical infrastructure and the economic impact of the employment generated and the associated wage incomes. This represents an *adaptive social protection* response in several ways by:

- ▶ Targeting areas and beneficiaries based on their vulnerability to climate change and natural disasters;
- ▶ By identifying infrastructure schemes that aim to reduce natural disaster risk or facilitate recovery after disasters;
- ▶ By providing livelihoods opportunities that both improve resilience to climate change and are inherently more climate-proof.

SWAPNO follows international recommendations on what is required for a public works programme to achieve objectives of escape from chronic poverty.

- ▶ The public works programme will be integrated with other developmental initiatives. SWAPNO proposes initiatives related to basic service delivery, DRR and CCA. Micro-enterprise activities, with required linkages, skills and financing, will be the cornerstone of the graduation strategy.
- ▶ Public works employment will be sustained over a sufficiently long period, required to help extreme poor households permanently move out of extreme poverty.
- ▶ Public works will focus on assets that directly impact on reducing vulnerability and promoting livelihoods. These assets will be selected through community consultation to ensure that they are relevant to needs and vulnerabilities of poor communities.
- ▶ Terms of employment – a 6-hour work day – will allow participating women to combine public works employment with family care obligations and to some extent other livelihoods opportunities.
- ▶ The wage rate will be set at market rates, being sufficiently high for achieving the objective of poverty exit and avoiding social stigma of participating in a low-wage project.
- ▶ The project will include effective poverty targeting measures based on set criteria.

In order to achieve the project outputs, Local Government Institutions will need increased capacities and improved management skills, with particular attention to their responsiveness to the needs and demands of the poor. Strengthening local government capacity not only supports effective project implementation but also strengthens a range of service delivery mechanisms. The improved capacity through various capacity development initiatives will promote good governance in implementing social transfer programmes and pro-poor & gender-sensitive service delivery with respect to accountability, responsiveness and inclusive development.

The envisaged outputs (results) of the project are:

1. Core beneficiary households are able to protect their food security and livelihoods post-project

2. Core beneficiaries and their dependents have improved their human capital in terms of nutrition, health, education and voice for rights against discrimination and violence.
3. Core beneficiary households have access to public services essential for their livelihood activities and family wellbeing
4. Public assets promoting economic growth, improving social conditions and enhancing environmental conditions are maintained and developed for the benefit of the poor of the participating rural communities
5. Local communities have better capacity to withstand natural disasters and recover after disasters
6. Local government has capacity to implement social transfer projects with accountability, transparency, gender sensitivity and pro-poor approach

D. Scope of Work

The study team is expected to perform the following activities:

OUTCOME AND PROCESS EVALUATION

1. Prepare a literature review of the graduation models which will include an assessment of the similarities and dissimilarities of SWAPNO with other models and lessons learnt from this project.
2. Participate in meetings with relevant staffs of SWAPNO, LGD and UNDP and review relevant project documents to understand the project design, particularly the interventions, delivery mechanism, and incentive structure.
3. Submit a detailed work plan to SWAPNO along with timeframe and responsible parties for this assignment.
4. Core research team of the end line survey will visit and consult with project stakeholders including Women Beneficiaries, Community Members, Union Parishads' Representatives, Deputy Director Local Government, Project Staff Members in field operation area to understand project progress and identify lesson learnt.
5. Finalize survey methodology including data collection methods, and analysis framework.
6. Finalize data collection tools (questionnaire, checklist) and guidelines for the end-line survey in consultation with SWAPNO as well as other data collection tools. The Study Team will be responsible for pre-test and finalization of tools and techniques for the survey and analysis. The end-line study will use the baseline data. The clean baseline data will be provided to the Study Team within a week of signing the contract.
7. Organize training session for the enumerators and supervisors followed by field practice.
8. Collect data from the respondents as per sampling list, using prescribed tools and techniques.
9. Prepare and finalize data analysis and tabulation plan and generate output tables accordingly.
10. Provide soft copy of cleaned data set with summary output tables
11. Submit draft report of the study to SWAPNO prior to the submission of final report. SWAPNO will review the draft report and provide necessary feedback. The Study Team will submit a final report addressing the feedback received from SWAPNO.

E. Expected Outputs

**No. of weeks
required
(estimated)**

Literature review and a comparative analysis (<i>preamble only: CLP, RERMP and TUP, project will provide reports</i>)	2 weeks
Meetings with relevant stakeholders	2 weeks
Finalising methodology, and data collection tools*	1 week
Enumerators' training and field test	1 week
Conducting survey in Kurigram and Satkhira districts	4 weeks
Data entry and compilation	1 week
Data analysis and draft report writing	3 weeks
Finalizing end line survey report	2 weeks

* Data collection tools based on indicators fixed in the baseline but may include additional indicators as deemed necessary for the purpose of end line survey and be finalized together with SWAPNO Project contact person.

F. Impact of Results

SWAPNO will have a demonstrated achievements of results and lesson learnt on the implementation of first phase related to: beneficiary women are able to protect their food security and livelihoods post-project; beneficiary women and their dependents have improved their human capital in terms of nutrition, health, education and voice for rights against discrimination and violence; beneficiary households have access to public services essential for their livelihood activities and family wellbeing and as a whole poverty indices of beneficiary households.

G. Institutional Arrangement

The contracted firm will work under supervision of the SWAPNO Project Manager and under the guidance of the SWAPNO M&E Specialist.

H. Duration of the Work and Duty Station

Duration of the assignment will be maximum 4 months, beginning in April 2017.

The working location will be in Kurigram and Satkhira districts for data collection and stakeholders' consultation and in Dhaka for other tasks of the assignment.

I. Final Products/Services

1. The Contractor will submit a final detailed action plan agreed by both SWAPNO and the Contractor within three working days of signing the agreement of this assignment.
2. The required number of qualified enumerators will be hired by the Contractor and trained on study subject, methodology, data collection tools and techniques, quality control and data management.
3. A dataset of the end-line survey will be developed and both furnished and non-furnished data set will be submitted to SWAPNO. The submitted dataset will essentially include the description of data structure, syntax file and output file.

4. The final report of the evaluation, both impact and process, will be submitted to SWAPNO both in hard and soft copy (five copies) by the Contractor.

J. Schedule of Payments

UNDP shall effect payments, by bank transfer to the Contractor's bank account, upon acceptance by SWAPNO, LGD of the deliverables specified in the ToR. Payments will be made in tranches based on the following percentages and milestones:

- **1st Payment:** 30% of total contract value will be paid on submission and agreement on detailed work plan for the assignment.
- **2nd Payment:** 40% of total contract value will be paid on completion of all data collection in the field.
- **3rd Payment:** 30% of the total contract value will be paid on completion and satisfactory delivery of all services and acceptance of the final end-line survey report by SWAPNO, LGD.