**JFPR9155 (BHU): Advancing Economic Opportunities of Women and Girls**

**Impact Evaluation Study for Component C.**

**Terms of Reference**

The objective is to assess the distributional impacts and overall projects impacts from the Advancing Economic Opportunities of Women and Girls. The project was designed to contribute in improving the economic status of vulnerable women and girls in selected urban and rural areas by enhancing their capacity to access livelihood (including microenterprise) and employment opportunities. The outputs are: (i) increased capacity of government and nongovernment organizations responsible for the economic empowerment of women; and (ii) increased economic benefits to women and girls resulting from improved capacity of SHGs to sustain livelihood and microenterprise activities and to access business development services, and increased employment opportunities for girls in selected districts.

The survey work will cover the districts of Samtse, Zhemgang, Pemagatshel ,Trashigang and districts where ATP is conducted. Data collection is expected to be completed within two months. The tasks that will be required of a **National Consulting Firm** are as follows:

1. **Design of Sample Frame**
	1. **SHG component: Design the appropriate sample from which to select households to be part of the Control Group**. The target number of households to survey is 754 Households, with 377 who are members of SHGs and 377 individuals in the Control Group who are not members of the SHGs, but are characteristically similar and reside in villages roughly similar to that of the SHG members in terms of gender, age, and education. These individuals in the Control Group should be randomly selected from other villages that have not received any opportunities to join SHGs. Ideally this will be selected from a rough sample census of the three districts covered by the programs.
	2. **ATP and VSDP:** **Design the appropriate sample from which to select households that are part of the Control Group**. The target number of individuals to survey is 225 for VSDP and 300 for ATP participants who have completed the training programs.

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| **Treatment Group 1** **(SHG)** | **Control group for SHG** | **Treatment Group 2****(VSDP)** | **Treatment Group 3****(ATP)** | **Total** |
| 377 | 377 | 225 | 300 | 1297 |

1. **Surveying**
	1. Administration of the Project Impact Survey – Two surveys based on two separate questionnaires for SHG component and skills development respectively should be administered to both treatment and the selected control group for the SHG component and only treatment group for the skills development. The scope of data to be collected will be based on but not limited to the following:
* Labor Supply Variables: What are the opportunities that are open to individuals? How much time have they spent on various activities? How many days were they inactive in their chosen job profession(s)?
* Income/Expenditure Variables: How much income did they receive from different job activities including SHG membership? How much did individuals expend or consume on food, housing (including repairs), durable and non durable goods.
* Household Characteristics: number of family members, ages, number of working members, number in school, gender, civil status.
* General Village Characteristics: Availability of paved roads, motorized transport, percent in poverty, total population, main employment activities, access to credit, access to schools, access to health services. Number of individuals trained in the key skills of interest?
* Constraints to Employment ( For skills part): What may be the things that are preventing individuals from obtaining employment in their chosen job of profession, constraints to further growth, how many days were they hoping to work in the skills that they were trained in? What was their average asking price or expected pay for working in the given skills?
	1. To ensure Quality Survey– This can be accomplished by hiring an independent Auditor who will ask a subset of the questions for the village and household surveys to the same people previously interviewed by the surveyors.
1. **Staffing**
	1. Hiring of Surveyors – As the tasks need to be completed within two months, the expected number of surveyors that are to be hired is **25**. The PMU and the Consulting Firm will recruit the enumerators jointly.
	2. Appointment of Supervisors - Ideally, at least one person in each district will be designated to monitor the data collection as well as for addressing the concerns immediately in the field. It is possible that these people are simply one of the 15 surveyors who will take the lead role in the surveys.
	3. Hiring of Auditor – To ensure quality compliance **3** persons independent of the fifteen surveyors will be obtained that does a random 10% (a total of 135) check on a shorter version of the survey.
		* PMU will deploy 3 Auditors from its in-house personnel of IAs.
		* Decide on the allocation of Auditors and their necessary inputs for each district.
		* Develop a shorter version of the surveys.
		* Decide how many surveys/district for random checks.
2. **Data Management**
	1. Data entry program – There should be a means to enter the data efficiently and effectively. This could either be through an excel program or potentially CS Pro. This program should be quality checks and make sure that the input of encoders is within the bounds of reasonable parameters.
* Finalize the database design and protocol.
* Train the encoders.
	1. Double Encoding – A subset of the survey questionnaires should be encoded twice by separate individuals to ensure that the data input is accurate and correct.
1. **Performance Requirements**
	1. Completion Rates - The goal is to have a 100% completion rate of the surveys and to have all questions filled out in detail. Incomplete surveys are those where at least one of the key questions is missing and thus makes the data unusable for detailed household level analysis. However, the minimum completion rate expected of all surveys in the sample is 85%. Proper documentation should be supplemented in instances of not being able to administer or complete the survey. If possible, surveyors should attempt to at least go back to the targeted household three times in cases where the household head is not available before deciding to drop him/her from the survey sample.
* The Consulting Firm will develop an incentive mechanism for the enumerators and encoders in association with the PMU.
1. **Reports**
	1. Final Report of a detailed analysis of the survey findings and overall impact of the project towards advancing economic opportunities of women and girls with specific focus on income, expenditure and other benefits derived form the project intervention.
	2. An analysis of the project investment status especially with focus on civil works and supplies.
	3. Any suggestions for improving similar interventions in the future.