

**TERMS OF REFERENCE (TOR) FOR MID TERM STUDY
OF
BIHAR TRANSFORMATIVE DEVELOPMENT PROJECT (BTDP)**

1. Background:

The Government of Bihar has initiated a project on rural livelihoods promotion with support from the World Bank. This initiative is implemented through a Society registered with Government of Bihar by the name of Bihar Rural Livelihoods Promotion Society (BRLPS). BRLPS through the Bihar Transformative Development Project (BTDP) aims to improve rural livelihood options and works towards social and economic empowerment of the rural poor and women by promoting self managed community institutions and further strengthening their livelihoods. The BTDP intervenes with the community through the following four themes or programmes: institution and capacity building, social development, microfinance and livelihoods. The BTDP project will be implemented for the period of 06 years. It is expected to cover around 60 lakh poor families spread over 300 blocks across 32 districts of Bihar.

2. Objective of the Study

The objective of this study is to conduct follow up survey in the treatment villages. The purpose of this assignment is to collect and document the changes made in the target families using surveys and economic experiments. The study will factor in and refer to the baseline conducted in 2016-17. The survey firm will develop a set of questionnaires after rounds of pre testing.

The Midterm survey data will be collected from 2250 households.

3. Scope of Work

- a) Conduct Midterm Data Collection at the Household from a total of 2250 Households from 180 Villages across 20 blocks of 6 districts.
- b) Track economic outcomes (income & indebtedness), social and political empowerment.
- c) Study the income pattern within the HHs.
- d) Study the Sanitation aspect of the HHs
- e) Compare the midterm results with the baseline data.

4. Key Outputs of the Consultancy

The following outputs shall be submitted for each round of data collection:

- a) **Work Plan** to be drafted through discussion with the project. The Consultant will prepare a detail work plan that assigns responsibilities and discusses implementation arrangements including appointment & training of qualified enumerators, supervision mechanism for quality insurance of data collection and data analysis etc.
- b) **Interim reports** documenting data collection procedures and timing, and a 2-3 page overall summary report, should be to be submitted to the project. This will be accompanied by summary tables analyzing these data and a report that reviews the pre-test experience and identifies lessons for modifications of the survey instruments and the logistical arrangements for survey implementation and data entry. The training of enumerators should be completed and a report should be part of the interim report.
- c) **Computerized data sets.** Each data set should be double-entered and merged, with discrepancies checked against hard copies and corrected. Raw, double-entered data sets and merged and cleaned datasets from the baseline should be submitted as they are completed. Data collection will be closely supervised and monitored by the Project and we expect the data collection to be of the highest possible quality.
- d) **Presentation by the Consultants:** After the survey, the consultants will have to present the results/ impacts to the project.
- e) **Final Report** which includes and synthesizes the Work Plan, Interim Reports, and summary statistics for each survey round.

5. Period of Consultancy

The Period of Consultancy will be for 4 months.

6. Reporting obligation

The Data sets, Work Plan, Interim Report, Draft Final report, Presentation and final Report will be submitted in BRLPS as per the schedule mentioned above. The Following reports shall be submitted in both hard (3 copies in number) and soft copies. For each round, the data will be double-entered, and the two separate files in a standard format such as Stata or SPSS, will be submitted to BRLPS in addition to the merged and corrected final panel dataset.

7. Deliverables

Based on the above mentioned output, the Consultant will deliver the following in various stages of the work:

Deliverables		Period from the Date of Contract	Payment Schedule
Mid Term Study (2019-20)	Work Plan & Completion of the appointment and training of enumerators	1 st week	10%
	Interim Report	5 th week	25%
	Raw double-entered data sets, merged and corrected data set	13 th week	25%
	Draft Final report with Presentation	15th week	20%
	Final Report	16th Week	20%

8. Key Persons, Qualification, Experience and Mandays required for the Assignment

The Team Leader & the Co-Team Leader should have at least seven (07) years of experience in similar assignment and a Masters degree in Statistics/ Economics/ Operational Research/ Rural Development. They should have working experience in Bihar or similar Hindi speaking belt.

The Field Supervisor & the Enumerator should have a Bachelors degree in Social Sciences and an experience of similar assignment. To ensure good access to female respondents, the survey team should include female staff. Male and female staff should conduct interviews as a pair, with the male staff person interviewing the man, and the female staff person interviewing the woman. (Note that the other staff person need not be present during the interviews of his / her team mate, and may concurrently conduct an interview in a neighboring household).

The Breakdown of the Consultant man-days per round as per the deliverables for Mid Term Study is:

As stated in Point No.-2, a total of 2250 households from 180 villages are to be surveyed for the Mid-term Assessment. It works out to an average of 12-13 households per village. Given the length of the household questionnaire used in the Baseline, it is estimated that each team consisting of 2 Enumerators would be spending 1 hr per HH survey. In other words, around minimum of 2.5 to 3 team-days will be needed for completing the survey of required number of households per village.

Keeping a cushion for the inter-block/district travel, it is estimated that 15 teams (30 Enumerators) will be required for completing the survey of 180 villages in 6 weeks (36 days). In addition, there will be 5 Supervisors (1 for every 3 teams) to ensure quality of their work.

9. Services Provided by the Client

The State Project Manager (M&E)-BRLPS would supervise the assignment and facilitate the interaction and exchange of information between the Consultant and BRLPS. All relevant Project documentation will also be made available to the Consultant.

10. Review Committee to Monitor Consultants Work

The Chief Executive Officer, BRLPS in association with State Project Manager (M&E) shall be responsible for reviewing and monitoring the work of consultants. S/he may constitute a review committee to monitor the progress and interact with the Consultant. The Committee may also seek comments and inputs on the Consultants work from the World Bank officials and from the other experts.

11. Ownership

This assignment is funded by BRLPS and therefore shall be the owner of the assignment output. The Consultant will have no right of claim to the assignment or its outputs once completed. Any reports / research outputs /process documents produced as a part of this assignment shall be deemed to be in the property of BRLPS and the consultant will not have any claims and will not use or reproduce the contents of the above documents without the written permission of BRLPS.