Request for Proposal for Conducting Impact Evaluation of AIF's Education and Skilling Programs

Due Date: 20 October 2022

Location: Mumbai, Maharashtra

Introduction

The American India Foundation is committed to catalyzing social and economic change in India, and building a lasting bridge between the United States and India through high-impact interventions in education, livelihoods, public health, and leadership development. Working closely with local communities, AIF partners with NGOs to develop and test innovative solutions and with governments to create and scale sustainable impact. AIF's programs emphasize inclusive models that focus on the unique needs of girls and women to achieve gender equity as a basis for sustainable change. Founded in 2001 at the initiative of President Bill Clinton following a suggestion from Indian Prime Minister Vajpayee, AIF has impacted the lives of 3.1 million of India's poor by providing access to high-quality education, formal sector employment for urban youth and rickshaw drivers, and public health services to protect the health of mothers and their children, while building the next generation of global leaders through service. AIF is transforming lives across 23 states of India while addressing these issues on a regional, country, and international scale. President Bill Clinton serves as Honorary Chair and former Ambassador to India Frank Wisner chairs the Advisory Council.

AIF has 4 flagship programs:

1. Digital Equalizer (DE): The DE program equips under-resourced schools with a smart class and digital content, and trains the teachers on digital literacy, and integrating technology in classroom transactions.
2. Learning and Migration Program (LAMP): LAMP focuses on retaining the migration-prone children in schools in remote rural areas by establishing Learning Resource Centers (LRCs) and providing bridge courses to alleviate the learning loss that children may face due to migration.
3. Livelihoods: Livelihoods focuses on skilling of youth, women and persons with disabilities to increase their income.
4. Public Health: Public Health focuses on strengthening the capacity of ASHAs and AWWs, empowering adolescent girls on sexual and reproductive health related information and services, and using behaviour change communication to raise awareness and shift social norms surrounding health.

About the Project

The project is a combination of two of AIF's flagship programs – Digital Equalizer and Livelihood.

It is a three-year intervention wherein science, math and social science teachers of grades 6 to 10 are trained on techno-pedagogy, project-based learning, and 21st century skills. Post training, the teachers of respective grades integrate technology in classrooms to transact lessons and modules. In addition to teacher training, sessions on the following modules were conducted:

● Financial literacy (grades 6 to 8)
● Communication skills (grades 6 to 8)
● Other soft skills (grade 6 to 8)
● WASH was conducted with students of grades 6 to 10.
● Career guidance was another component that was conducted specifically with students of grades 9 and 10.

Students of grades 11 and 12 in 5 junior colleges underwent training sessions on vocational skills, entrepreneurship, communicative English, soft skills and career guidance. Courses conducted with students of grades 11 and 12 were:

- Data entry
- Tally
- Basic coding
- Business Process Management
- Graphics and Print Design

To fulfil these objectives, AIF partners with state governments to scale and sustain the work for the long-term by supporting a Skilling Junior college for three years and building the knowledge, skills, and capacity to instill a culture of learning and discovery through technology in Junior colleges across India.

Program Coverage and Target Beneficiaries

State	No. of Schools	Total students enrolled in the project	No. of students in education	No. of students in skilling	No. of teachers
Maharashtra	50	5450	5250 (Grades 6-10)	200 (Grades 11-12)	150 (3 teachers per school)

Scope of Work

The study aims to evaluate HDFC program to build robust evidence on the effectiveness of approach and cumulative gains. The project plans to conduct an end-line evaluation of the HDFC project for both learning outcomes and skilling components.

The key study objectives include:

1. Evaluating the learning outcomes of students enrolled in grades 6, 7 and 8 on:
   a. English, math, science and social science.
2. Evaluating the impact of using computers/techno-pedagogy in grades 6, 7 and 8.
3. Evaluating the ease and comfort of students on using technology:
   a. Have the students been exposed to tech-based learning beforehand?
   b. Have the students experienced tech-based STEM learning before?
   c. Are the students comfortable using technology?
4. Evaluating the knowledge of teachers on:
   a. STEM activities:
       i. Have the teachers undergone any prior training on STEM activities?
       ii. What are the current practices employed by teachers for STEM teaching?
   b. Techno-pedagogy:
       i. Have the teachers undergone any prior training on integrating technology in the classroom?
       ii. What are the current pedagogical practices undertaken by the teachers?
       iii. How are teachers integrating technology into their classroom teaching practices?

      c. Computing skills and other thematic topics:
          i. How comfortable are the teachers in using computers?
          ii. What are the software they use on a daily basis in the classroom?
          iii. What do the teachers use computers most for?
      d. New normal methods of teaching and blended learning.

5. Evaluation of school administration's perspectives on technology-led learning and their exposure to such models in the recent past.
6. Teachers' feedback on skills learnt and program pedagogy.
7. Evaluating efficiency and effectiveness of the curriculum and teachers' training.
8. Assess participation and effectiveness of various stakeholders (principals, SMC members etc.) in project implementation and achievements through case studies.
9. Assess sustainability of the program and provide recommendations for scaling up.
10. Evaluation of grade 11th and 12th students with respect to knowledge on business process management and computer skills (MS Word, MS Excel and MS PowerPoint).
11. Evaluation of grade 11th and 12th students with respect to English reading and writing skills.
12. Evaluation of grade 11th and 12th students on life skills.

Key Information Areas

Research Activity	Research Questions	Timelines

Endline Survey	**Quantitative**:
	Endline assessment of learning outcomes of students in grades 6 to 8 on science, math, social science.
	
	Qualitative: IDIs with students (grades 6-12), teachers, principals and SMC members to understand the qualitative part of the intervention and scope of improvement
	    Indicative themes for the qualitative survey of teachers, principals and SMC members:
	      1. Existing infrastructure to implement blended pedagogy in classrooms.
	      2. Existing STEM infrastructure.
	      3. Subjects taught using technology.
	      4. Prior training/course attended by teachers/principals on tech-based pedagogy.
	      5. Challenges that teachers face in ensuring class participation.
	      6. Feedback on skill training.
	      7. Students' aspirations and employability.
	      8. Sustainability of program and recommendations for scale-up.
	    Indicative themes for the qualitative survey of students:
	      1. Challenges faced in understanding concepts.
		October-November 2022

	2. Ease in understanding concepts via technology. 3. Quality of training on business process management, soft skills, and basic IT skills 4. Understanding of the current job market in terms of employment opportunities and skill requirements 5. Job aspirations and prospects in the current job market. 6. Perceptions on employability in the current job market.	

Methodology

1. Both quantitative and qualitative method will be used for the evaluation
2. In the qualitative study, IDIs to be administered with students, teachers, principals and SMC members.
3. IDIs with students to be administered to understand post-training individual level and societal level changes. It will also provide insights about use of knowledge gained during the training and its future use
4. The qualitative part should also explain about the quality and mode of training delivered.
5. In addition, it should also explain the use of the training to get information about the job market, future recommendations, and actionable themes/domains. This information can be used for further scale-up and/or working with similar kinds of models in different geographies.
6. The agency is expected to visit an appropriate number of locations and collect primary data as well as feedback from the stakeholders. We expect a statistically robust sample size for qualitative as well as quantitative surveys.
7. The agency may also propose an alternative approach with explanation that would be effective in mapping the project outcomes.

Responsibilities of the Agency:

The responsibilities of the agency would include, but are not limited to:

1. Hiring, training and deployment of field surveyors, supervisors, monitors, and field executives for the End-line.
2. Optimizing survey team structure to ensure highest quality data collection within budget.
3. Provide an inception report detailing the implementation plan for the study.
4. Develop, pre-test, finalize research tools in consultation with AIF.
5. Translate research tools to local languages in Tablets/Smartphones.
6. Provide oversight and management control to ensure adherence to protocols and excellent data quality.
7. Provide a mechanism for regular relay of field data transfer, including reports commenting on data quality.
8. Share the analysis plan after consultation with AIF.
9. Prepare data tables as per approved analysis plan.
10. Present top line findings highlighting key findings (not more than 20 slides).
11. Prepare report as per approved chapterization plan by AIF.

12. Be available to the research team at AIF in answering questions pertaining to the survey and the data.
13. Collaborate with the research team at AIF to revise the survey plan, survey, and survey methods to ensure the objectives of the project are realized.
14. Submit a final detailed report and presentation with findings and outlining the survey process, relevant survey statistics, and a section commenting on the quality of the data.
15. Liaise with key stakeholders on the government side (with help from AIF) to ensure full cooperation from relevant government agencies in undertaking the survey.
16. Staff this project with team leaders and members with demonstrable experience in leading social sector surveys of this nature.
17. Ensure consistency of project team leaders as turnover hampers data collection quality and risks loss of information on survey methods and implementation.
18. Attend periodic meetings with AIF team and provide updates on progress, synthesis findings to inform the program design.

Key Deliverables

1. Inception Report (including the first draft of tools) outlining the research methodology and analytical framework designed for assessing the program's impact using end-line survey.
2. Tools Pre-test Report
3. Final data collection tools prepared in consultation with AIF
4. Training report using the final translated tools
5. Operationalization plan: field plans, field progress reports, etc.
6. Analysis plan
7. Chapterization plan for the report
8. Top-line presentation post survey
9. A comprehensive (With comparison against Baseline findings for DE) Endline report based on the aforementioned information areas
10. Share all primary data in secure formats
11. Transcriptions of qualitative components (audio/video recordings).

Tentative Budget and Timelines

The tentative budget for the assignment is INR **12,50,000** (Rs. Twelve Lakhs and Fifty Thousand only) and timelines for conducting the endline is **8 weeks** i.e., **between October 2022 and November 2022** and any deviance from the original timelines will be communicated to the agency in advance.

Activity	October-November 2022	Comments
Field Activity	Tool finalization Pre-test Endline evaluation	Data collection of students of grades 6-8 on science, math and social science will be done by AIF. AIF will share this data with the agency for data analysis and report-writing.
Deliverables	Inception report Pre-test report Finalized tools	The final date for the submission of endline report is 30th November 2022.

	Endline report Top-line presentation	

Payment Terms

Separate budgets (summary + detailed) should be submitted for the <mark>paper-based and computer-assisted surveys</mark> to be conducted in the project geography.

S. No.	Activity	Payment
1	Submission of Inception report (including finalized & translated tools)	10%
2	Completion of data collection for Endline	10%
3	Presentation of Topline findings	20%
4	Submission of draft endline report	15%
5	Submission of cleaned data collected during the field survey	15%
6	Submission of endline report	30%

Proposal Details

Proposals need to include CVs of key personnel, organizational credentials including data collection capabilities in specified geographies and detailed costing. Please include a Gantt chart showing timelines and dependencies as well.

The proposal should include **the following elements:**

General – Cover page- 1 page in PDF

1. Identifying the proposed Project Team Leader and team members
2. The total amount of financing needed to execute the study
3. Suggested start date and end dates for the study and mention total duration
4. Brief mention of why the survey and data collection firm is uniquely qualified to deliver this assignment

Technical Proposal in PDF – no more than 15 pages

1. Present plan of action for delivering this assignment including
2. Tentative field team structure: for instance, number of surveyors, monitors, back checkers, spot checkers, and ways to organize them
3. Plan for monitoring field teams
4. Plan for monitoring data quality
5. Plan for ensuring activities are not over budget
6. Robust sample size and methodology
7. Plan for security of data gathered and its transmission to Research Staff at AIF
8. Tentative Timeline of Activities
9. Resumes of Team Leader and Technical Team Members (in annexure)
10. Short Descriptions of Other Relevant/Related Projects
11. At least two client references in the last three years

12. Risks and Mitigation Plan

Financial Proposal in PDF – no more than 5 pages

1. Budget should clearly lay out the following costs
2. Survey and Data Collection Firm Staff Costs
3. Survey and Data Collection Firm Travel Costs
4. Survey and Data Collection Firm Overhead Costs
5. Field Operations Staff Costs
6. Field Operations Office & Equipment Costs
7. Field Operations Travel Costs

Agencies are requested to submit a single PDF document for all the above and name the file as [Agency Name] _AIF Proposal HDFC program _DD.MM. YY

We request you to submit your proposal (as a single PDF file) by 31 October 2022 at 5 pm India Time to ebid@aif.org. Proposals submitted after this deadline will not be considered. For any queries, contact Chandrashekar on ebid@aif.org by **31 October 2022** at **05:00 pm**.