Terms of Reference

SUMMARY

|  |  |
| --- | --- |
| Title | **Call for Proposals for Implementing Gender Research** |
| Nationality |  |
| Duty Station | Kabul |
| Department | Research |
| Reports to | Research Manager |
| Duration |  |

BACKGROUND

Integrity Watch is an Afghan civil society organization committed to increase transparency, accountability, and integrity in Afghanistan.

The mission of Integrity Watch is to put corruption under the spotlight through community monitoring, research, and advocacy. We mobilize and train communities to monitor infrastructure projects, public services, courts, and extractives industries. We develop community monitoring tools, provide policy-oriented research, facilitate policy dialogue, and advocate for integrity, transparency, and accountability in Afghanistan.

Integrity Watch was created in October 2005 and established itself as an independent civil society organization in 2006. It has approximately 80 staff members and over 3000 volunteers. The head office of Integrity Watch is in Kabul with provincial programmatic outreach in Badakhshan, Balkh, Bamyan, Ghor, Herat, Kabul, Kapisa, Logar, Nangarhar, Parwan, Panjshir, Samangan, and Wardak.

Integrity Watch’s work has three major components: (1) Community Monitoring, (2) Research, and (3) Advocacy. Integrity Watch tries to encourage active citizenship and community mobilization through its programs. Our community monitoring work includes development of community monitoring tools, mobilizing and training communities to monitor infrastructure projects, education and health services, and court trials.

Our research work is focused on policy-oriented research measuring trends, perceptions and experiences of corruption and covering a wide range of corruption related issues including public finance management, illicit financial flows, extractive industries, anti-corruption institutions, justice institutions integrity and access to information. The objective is to develop new, ground-breaking empirical research in order to set the agenda, influence decision-makers, bring to the public attention non-documented and non-explored issues.

The aim of our advocacy work is to enhance Integrity Watch’s pioneering role in advocating for knowledgeable decision-making and informed public debate on corruption and integrity. Our advocacy work includes facilitation of policy dialogue on issues related to integrity, transparency, and accountability. We advocate for issues arising out of our community monitoring and research work and other general anti-corruption issues.

PROJECT BACKGROUND

Integrity Watch Afghanistan (IWA) is currently seeking to hire an Afghanistan-based research company to assist with an ongoing assessment of donor reconstruction efforts and policies related specifically to women, girls, and gender equity in Afghanistan. The contractor will conduct in-depth semi-structured phone interviews with Afghan women and men to solicit their views about donor efforts since 2001 to improve the lives of women and girls. The information collected will inform a forthcoming lessons learned report on Afghan women and girls.

PROJECT AIM AND OBJECTIVE

Integrity Watch’s Research Department is undertaking a project to assess donor efforts since 2001 to improve the lives of Afghan women and girls and protect their rights. Integrity Watch will identify the gains that have been made since 2001, assess how donor strategy and policy in this area evolved over time, and assess overall effectiveness of donor gender-related policies and programs.

Integrity Watch’s intention is for these interviews to address a gap in knowledge on how Afghans, particularly those living in rural areas, view donor gender-related efforts in the context of the broader reconstruction mission and counterinsurgency operations. Interview responses will add an essential ingredient to Integrity Watch analysis.

DUTIES AND RESPONSIBILITIES

**Background on the duty**

The contractor’s main responsibility is to conduct 60 in-depth semi-structured phone interviews with women and men who have had relatively more exposure to donors’ reconstruction efforts (e.g. members of provincial, district, and village councils; members of parliament; beneficiaries of projects; government employees; and civil society representatives). Respondents will be located in urban, peri-urban, and rural areas. The contractor is required to identify participants in 10-15 provinces, with an emphasis on rural communities and with a minimum of 40 female respondents. The contractor will ensure the quality and validity of information collected during interviews. The contractor will work closely with Integrity Watch’s Research Team.

CORE RESPONSIBILITIES INCLUDE:

* Create a detailed work plan
* Develop a roster of interviewees
* Quality Control plan and strategy
* CVs of the key staff and field coordinators
* Data Collection plan
* Design interview questions in English and translate to Dari and Pashto
* Conduct, record, transcribe, and translate interviews
* Recruit and [train](https://dimewiki.worldbank.org/wiki/Enumerator_Training) experienced field staff
* Manage and oversee data collection

Key Deliverables: The contractor will deliver the following:

* Work plan including the methodology and instruments used to identify interviewees, and manage and monitor interviews
* Interview questions in English, Dari, and Pashto
* Interview recordings and transcripts in their original language and in English

**Timelines**

The contractor is required to conduct, transcribe, and translate all the interviews and provide these to Integrity Watch no later than **July 31, 2020.**

**Type of Contract:** Firm-Fixed-Price (FFP)

EXPERTISE REQUIRED:

* Physical presence in Afghanistan
* Demonstrated expertise in conducting qualitative research across Afghanistan, including research on U.S. assistance and gender-related issues in Afghanistan
* Demonstrated experience in conducting and designing tools for phone surveys and interviews
* Experience in working with various U.S. government agencies
* Trained and experienced researchers and enumerators in conducting phone surveys
* Capacity to identify a list of potential interviewees among representatives from the civil service sector, civil society, the parliament and provincial councils, community development councils, and beneficiaries of foreign assistance
* Capacity to apply quality assurance processes tailored to phone interviews

**Data Rights:** Integrity Watch shall own all the rights to documents/material produced under this contract, with all rights and privileges of ownership/copyright belonging exclusively to the Integrity Watch. All materials supplied to Integrity Watch shall be the sole property of Integrity Watch and may not be used for any other purpose. The contractor is not allowed to post or publish (electronically or in print) any project-related information without the explicit permission of Integrity Watch Afghanistan.

**HOW TO APPLY**

All the companies shall be send their technical and financial proposals to the [bids@integritywatch.org](mailto:bids@integritywatch.org) address on or before 14 June 2020.