

TERMS OF REFERENCE (UPDATED 14/04/2020)

CONSULTANCY – ASSESSING COSTS OF THE INDIVIDUAL DEPRIVATION MEASURE

SUMMARY

TITLE	Consultancy: Analysis of costs of an Individual Deprivation Measure (IDM) study
PURPOSE	To assess the costs of undertaking Individual Deprivation Measure (IDM) data collection to date, and develop a framework for estimating future costs.
OUTCOMES	<p>A report that includes:</p> <ol style="list-style-type: none"> 1. The method used to assess costs per respondent of IDM data collection across four IDM studies. 2. The cost per respondent for data collection for each IDM study, structured to enable comparison. 3. A method for meaningfully comparing costs across different IDM study contexts (for example, incorporating a mechanism to equalise the cost base in different contexts). 4. An assessment of (i) which costs if any are attributable to the testing and trialling phase of the IDM Program; and (ii) which costs if any are likely to reduce over time with increased familiarity with conducting IDM studies, based on the experience of other relevant multi-topic surveys. 5. A framework and guidelines for estimating the costs of a standard IDM data collection, identifying any base costs and potential variable costs linked to, for example, remoteness and sample size. 6. A framework and guidelines for estimating related activities, processes, personnel and time required from IDM study commissioners, such as: <ol style="list-style-type: none"> i. Planning/coordination time ii. Selection and engagement of data collection organisation iii. Pre-study stakeholder engagement iv. Determination of study sample and enumeration areas v. Enumerator training vi. Field travel vii. Supervision/liaison with data collection organisation viii. Data analysis ix. Report writing x. Communication of key findings and insights xi. Post study stakeholder engagement in support of uptake and use
EXPECTED DURATION	25 person days.
REPORTING TO	Joanna Pradela, Director, IWDA IDM Team + Susan Ward, Program Manager, ANU IDM Team
LOCATION	Home-based
COMMENCEMENT	By 22 April 2020
COMPLETION	By 5 June 2020
BUDGET (in AUD)	\$44,600

INTRODUCTION

The Individual Deprivation Measure (IDM) Program is a four-year (2016-2020) partnership between the International Women's Development Agency (IWDA) and the Australian National University (ANU) to ready the IDM for global use. The Australian Government, through the Department of Foreign Affairs and Trade (DFAT), has provided funding and strategic engagement to support this further development of the IDM.

A multi-component end-line review will assess and report on the extent to which the IDM Program has achieved its intended outcomes, identify any unintended outcomes, capture lessons related to the enablers and inhibitors to achievement in this Program, and inform future directions. This will involve a series of separate evaluative activities, of which this consultancy is one, and an overall synthesis activity.

These TORs should be read in conjunction with the concurrently advertised consultancy on *Assessing the Contributions of the Individual Deprivation Measure*. We encourage applications that bid for both pieces bringing teams together with skills relevant to each.

PROGRAM OVERVIEW

The overall goal of the IDM Program 2016-2020 is: by 2020 the measure will be ready for global use as an individual measure of deprivation and a tool for tracking how development is changing the lives of the most deprived.

The Program has four outcome areas (Pillars) and associated evaluation domains, related to: 1) the validity and robustness of the measure, itself; 2) data informing an assessment of IDM strengths through multiple use-cases in different contexts; 3) the provision of technology to enable use of the IDM tool and data by others in support of easy and wide uptake, and; 4) enhanced and informed global debate on individual-level, gender-sensitive, multidimensional poverty measurement.

ANU holds a Head Agreement for the Program with DFAT and IWDA and ANU are collaborating partners for the delivery of the Program with a separate Collaboration Agreement. As the two implementing partners, ANU and IWDA lead on different outcome areas and collaborate on activity level and intermediary outcomes.

The Program began with an 'emergent design' which evolved to a final design through a contractual variation process occurring over the time period of 2017-18. This process included making changes to the scope of the outcome areas of the program and revisions to budget. Subsequent to agreement on a 'final design' in 2018, additional variations have occurred to make further scope changes to outcome areas on the basis of shifting interests and priorities.

EVALUATION OVERVIEW

The work of the IDM Program is complex and varied, with activities across a range of types and levels of work including survey development, quantitative data collection with samples ranging from ~2,500 to 9,000 and associated statistical analysis, qualitative research, technology development, strategic advocacy and engagement and communications. Research or preparation for research was undertaken in Nepal, Indonesia, Myanmar, South Africa and Solomon Islands. Strategic engagement was undertaken in these contexts, regionally, in Asia, the Pacific, Africa, Europe, Latin America and via engagement in various global fora. In order to evaluate different components of the program with different methodologies and draw on experts with different skill sets, the end line evaluation for the program comprises a series of evaluative pieces geared towards answering specific questions relevant to the different Pillars of work undertaken through the IDM Program.

ACTIVITY FOCUS

This activity will contribute by providing a framework for estimating the IDM's cost-per-data point for future use, considering the implementation context to date (trailing and refining) and the experience of other multi-topic surveys.

Recognising the different costs and contexts of IDM surveys undertaken to-date, and the relatively small number of studies to examine, we are looking for this activity to assess costs of IDM studies to date, recognising and taking account of the learning / trialling context of the current program, as a basis for developing a framework that supports future implementing actors to construct a starting point for costing an IDM study.

Given the IDM is a new measure, explicitly designed to address recognised limitations of existing poverty and inequality data, a companion study is being commissioned to assess the IDM's contribution to the gender data ecosystem. Together, the costs and contributions studies will help inform a rounded assessment of the IDM's value.

STAKEHOLDERS

IWDA IDM Team

ANU IDM Team

DFAT Gender Equality Branch

KEY DELIVERABLES

Consultants to be appointed by 22 April 2020.

DELIVERABLE	TIMEFRAME
Receive Inception briefing	By 23 April 2020
Revised methodology, workplan and timeframes	By 27 April 2020
Proposed method to assess costs per respondent of IDM data collection across four IDM studies.	By 1 May 2020
Proposed method for meaningfully comparing costs across different IDM study contexts (for example, incorporating a mechanism to equalise the cost base in different contexts).	By 1 May 2020
Framework and guidelines for estimating the costs of a standard IDM data collection, identifying any base costs and potential variable costs linked to, for example, remoteness and sample size.	By 8 May 2020
A framework and guidelines for estimating related activities, processes, personnel and time required from IDM study commissioners	By 8 May 2020
Full draft of final report	By 25 May
Feedback on draft final report	By 29 May
Final Report	By 5 June

It is anticipated that these deliverables will be provided through a maximum engagement of 25 days.

REQUIREMENTS

The consultant team should possess the following skills and experience:

ESSENTIAL

1. The Team Leader must have over 7 years' experience in research and analysis, and a relevant tertiary qualification.
2. The consultant team must include a person with knowledge of commissioning or implementing large scale, enumerated, multi-topic economic or social surveys, and a person with financial expertise, particularly in cost accounting.
3. Capacity to translate complex ideas into accessible information to communicate to those with and without deep programmatic knowledge.

DESIRABLE

4. Knowledge of global poverty measurement and gender data landscapes.
5. Experience evaluating programs delivered through multi-stakeholder partnerships.
6. Experience evaluating programs with significant quantitative components.

EXPRESSIONS OF INTEREST

Candidates are invited to submit expressions of interest (no more than 2 pages) addressing the following:

- An outline of the proposed methodology and work plan for undertaking the work and completing the deliverables, including specifying indicative time allocation for each deliverable.
- A statement against the criteria as set out in the essential requirements for the team leader (CVs of the Team Leader and other team members should be provided as an annex)
- A detailed timeline and budget indicating fixed and indicative costs.

Expressions of interest that do not cover these requirements will not be considered. EOIs must be submitted by **19 April 2020, 11.59 PM Australian Eastern Time**. Applications should be sent to jpradela@iwda.org.au with the subject heading: IDM End line: Costs application your name(s) or **contact +61 405 751 565 for more information**.

Appointment will be at the absolute discretion of IWDA and ANU.

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