

CALL FOR EXPRESSION OF INTEREST: Terms of Reference for SARVE III Baseline study in Kano and Kaduna State

SUMMARY

ActionAid (AA) Nigeria is seeking the services of a Research Firm to carry out a baseline study in Kano and Kaduna State. This is part of the deliverables of the “System and Structure Strengthening Approach against Radicalisation to Violent Extremism (SARVE III) Project in Kano and Kaduna State Phase III.

AA Nigeria is an affiliate of ActionAid International, which is a global alliance of organisations working towards achieving a world without poverty and injustice in which every person enjoys the right to a life with dignity. As a large and visible development organisation, we work in more than 43 countries in Africa, Asia, Europe, and America. Our expertise lies in community-led approaches to development and working through partnerships with the poor and other grassroots organisations.

Background

System and Structure Strengthening Approach against Radicalization to Violent Extremism (SARVE III) is a three-year project funded by the Global Community Engagement and Resilience Fund (GCERF) to establish and consolidate existing structures and practices within the context of prevention and response framework in project communities, among youth and women groups to tackle violent extremism and foster peaceful co-existence. The project is being implemented with Dispute Resolution and Development Initiative (DRDI-DAG) in Kano State and Global Peace Development (GPD) in Kaduna State is supporting youths, women to engage actively with social and economic activities while also working with state and local government, ministries, departments and agencies (MDAs), traditional rulers, religious leaders, security agencies to create linkages and opportunities for young men and women. The three (Jan 2022 – December 2024) year project currently being implemented in Kano and Kaduna States entails effective engagement with the community and formal institutions and processes to influence practices that address youth and women issues and support them to becoming active change advocates/agents.

Rationale

Through the baseline assessment, AAN aims to gain a better understanding of the local context, the drivers of violent extremism, and potential ways of addressing them in a gender-responsive way within the framework of the grant/programme design in Kaduna, Kano States. The baseline assessment will build on Consultative Community Needs Assessment undertaken by Actionaid Nigeria in 2021 to provide a more contextually specific and tailored analysis of VE drivers in a focused geographical area. The baseline is in effect part of a process to validate findings from prior assessments.

Finally, the baseline assessment provides a more precise understanding of perceptions about violent extremism in a particular geographic area in respect of the GCERF Strategy's four leverage points to address drivers of violent extremism (social cohesion, community agency, equal access to opportunities, and sense of purpose) through quantitative and qualitative data collection. This part is standardised across all GCERF partner countries.

1. Methodology

The usage of mixed methods and triangulation of sources are encouraged to ensure the credibility of the findings and recommendations presented in the assessment. Communities/respondents/participants should be involved in every phase of the process including design, pre-testing, and validation of information. Surveys should always be conducted in local languages understood by respondents.

- a) Desk review, including the country's P/CVE national strategy/action plan; existing research and reports related to the country
- b) Quantitative: 4-point scale for response etc
The sample size of respondents should be calculated based on statistical considerations as well as the type of populations groups and number of locations by the baseline service provider. Applied sampling frame and Sample size, disaggregated by age and gender, should be included in the inception report which will be shared and approved by GCERF before launching the survey.
- c) Qualitative: Focus group discussion (FGD)
- d) Other tools as appropriate. The service provider may recommend other tools.

a. Sampling

The service provider is requested to propose a sampling approach for the quantitative and qualitative data collection tools, based on the grant design, the types of population groups, and locations of planned grant implementation. The service provider will explain the availability (access) and reliability of the corresponding sampling frame

2. Outline of the Final report

The final baseline assessment report should include the following:

- a) Title Page
- b) Executive Summary: maximum 1 page, clearly summarising the assessment and key findings in accessible language
- c) Acronyms
- d) Table of Contents
- e) Purpose, Coverage, and Scope¹
- f) Methodology: maximum 2 pages, detailing: data collected, how it was collected and by whom, and sample size.
- g) Limitations of the Assessment
- h) Analysis of the Findings: Maximum 16 pages including the results of the assessment according to the objectives of this ToR, combining qualitative and quantitative data, (disaggregated by sex, age, geographic location, level of education, and level of income); and a summary table providing detailed information about each indicator. The analysis should be descriptive and clear to any reader of the document. The analysis should differentiate between the three programmes/grants.
- i) Conclusions: Summarize and interpret findings and highlight the key insights from the baseline (2-3 pages).
- j) Options or Recommendations: Based on the findings, conclusion, and in reference to the grant/programme design, this section may include any suggestions too, for example :
 - a. Improve grant design, implementation approach or activities;
 - b. Conduct additional studies to better understand a particular issue; and
 - c. Improve gender-responsiveness.

Annexes (raw data to be shared in a separate document/file with ActionAid Nigeria

3. Contract Period

The contract is for Forty-Eight (48) days starting from the 14th March 2022.

Timeline

The duration of this baseline is 48 days. Starting from March 14th, 2022 to 1st May 2022. These are broken down into:

Task/output	Suggested timeframe
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¹ The final report should not exceed 75 pages.

a. Inception Meeting with project managers and a review of key background documents and existing data collection tools	1 day
b. Detailed inception report including detailed draft methodology and sampling approach for quantitative data collection, quantitative and qualitative tools finalized in agreement with the programme teams	7 days
c. Pre-testing of data collection tools	3 days
d. Recruitment and training of data collectors/enumerators	4 days
e. FGDs and key informant interviews (KIIs) if required, quantitative data collection, and data entry.	16 days
f. Data analysis and report writing	10 days
g. Submission of Draft Report	
h. Period for reviews, corrections for final submission	7 days
i. Submission of a final report by the research consultant(s)	

Required profile for consultant:

The consultant (She/he) to be recruited should have the following experiences;

- A good understanding and practical experience of development work including advanced skills in Social Research, Project Impact Evaluation, Humanitarian studies
- Degree in the field Social and Development Work, Social Research, Evaluation or another relevant Social Science subject (Masters/Ph.D. or Professor preferred)
- Have at least a minimum of 7 years' experience in carrying out such an assignment and capacity for impact evaluation (a report of such work done in the last 2 years is a required evidence)
- Experience in developing tools for Project Impact Evaluations
- Excellent facilitation and writing skills (keeping it simplified)
- Understanding of the role of Monitoring & Evaluation in the programme cycle and experience of conducting learning reviews and evaluation processes, in the international development sector.
- Ability to apply a range of primary and secondary research methods including participatory methods.
- Experience in using qualitative and quantitative data analysis packages (e.g. SPSS, ATLAS.Ti, Nvivo).
- Computer literate and able to apply Microsoft Office and other analytical tools efficiently
- An excellent team worker

Roles and Responsibilities

The section below outlines key roles and responsibilities to be assigned to the two main parties at the baseline study process, and the consultants.

AA Country Team:

1. Provide technical oversight to manage and support the overall Baseline Study process etc.
2. Monitor and ensure that the baseline study process is followed as per the agreed overall approach, methodology, and timelines.
3. Provide technical input and quality assurance at all stages of the Baseline Study process.
5. Review the quality of the draft reports and provide timely feedback to the consultant.
6. Provide Country Sign off on the Baseline Study by the Resilience Coordinator at ActionAid Nigeria who will confirm reports satisfactory before balance payments are made

Consultants:

1. Work closely with the Project Coordinator, IASL, state programme officers and partner organization on all the Baseline study processes.
2. Contribute to the design of the Baseline Study Inception Meeting to agree on the overall approach, methodology, framework, questions, methods, and tools for data collection and analysis.
3. Conduct desk review and data collection.
4. Produce consolidated Baseline Study Report.

Submission of expression of interest

The selected consultant will sign a contract with AAN and is responsible for acquiring other relevant tools needed for the task. Interested consultants are invited to apply by sending a technical proposal (max 8 sides of A4) for the End of Project Evaluation including data collection methodology and work plan, sampling strategy, and data collection tools; CV detailing competency, links to sample of past works, and any other relevant information, demonstrating skill and experience in this area.

Applicants should include invoice detailing daily rate. Applications should be submitted electronically to: procurement.nigeria@actionaid.org with the subject line **SARVE II End of Project Evaluation Not later than 26th February 2022.**

Only awarded contractor will be contacted.

