

Twaweza

Experiments to Improve Learning Outcomes in Tanzania

Year 1 - Project Activities

Request for proposals
Due 7 December, 2012

1.0 Background

Overall student-learning levels remain extremely low across East Africa, despite a decade plus of major reforms and significant new investments in public education. Two main approaches used by governments to improve the quality of education are to strengthen teacher training and to disburse capitation grants for books and related activities to schools.

The Twaweza initiative (www.twaweza.org) housed at Hivos Tanzania, a not for profit public interest organization, seeks to conduct two separate interventions to improve the channeling of resources to public primary schools for quality improvement and the restricting of incentives to improve learning outcomes. In order to rigorously test and understand the effects of these interventions, Twaweza is partnering with the academic Affiliates of the Abdul Latif Jameel – Poverty Action Lab (J-PAL) (www.povertyactionlab.org), a research center based at the Massachusetts Institute of Technology (MIT). The intervention is being planned in consultation with COSTECH, other government ministries, think tanks and donors.

The J-PAL research team has designed a randomized control trial (RCT) experimental design to rigorously evaluate the proposed Twaweza interventions. To do so, schools chosen to participate in the study will be randomly allocated to one of four study groups to ensure methodological rigor in isolating causal drivers and attributing impact between them. The first phase of the study design entails a baseline survey that is to be carried out early 2013. Two rounds of monitoring visits will take place at different times during the school year to collect data on activities within the schools. Finally, there will be an endline survey in late 2013 to capture any behavior changes at the schools.

Given the scope of the Twaweza program for the two interventions, J-PAL has determined a study sample size of *400 public primary schools across 10 districts in Tanzania*. Data will be collected from randomly selected students from Standard 1, 2 and 3 from each school – as well as from some of their respective households. School level data will also be collected from Teachers and School-teachers. The main scope of work is given in this document but it should be noted that some parameters may change in preparation of the study.

The project will be implemented for an initial period of one year, and if successful, it will be repeated every year for an indefinite period of time.

2.0 Scope of work

Twaweza and J-PAL are looking for competent and reputable organisations that can implement the baseline survey, monitoring activities, as well as the endline of the RCT design, inclusive of:

2.1 Baseline & Endline surveys – contains 4 survey modules at school and household levels (baseline surveys to be conducted in Jan-Feb 2013 and endline surveys in Nov-Dec 2013).

2.2 Monitoring checks – contains short 1-2 hour visits to each of the study schools during the course of the year 2013

2.1 Baseline and Endline Assumptions

Survey Tool (see Annexure)	Respondent Type/Description	Number of Respondents				Approx. length of interview
		No. of Districts	No. of Schools per District	No. of Respondents per school	Total respondents	
School interview	Head of School	10	40	1	400	45 minutes
Teacher Interview	All Standard 1, 2, 3 teachers in school	10	40	5	2000	30 minutes
Student test	Random Sample of 10 students from each of Standard 1, 2, 3	10	40	30	12000	Baseline - <u>30 minutes</u> Endline – 45 minutes
Household survey	Household Head/Parent for sub- set of students sampled in Student Test	10	40	10	4000	30 minutes

The Twaweza/J-PAL Research team will provide the list of 400 schools to be included in the study in late December 2012.

School & Teacher Interview

The School interview and Teacher interview respondents are pre-selected for those who holding the positions of Head of Schools, as well as all Teachers assigned to classes in Standard 1, 2 and 3. This includes teachers who have split classes, as well as those who teach only some components/courses in any of Standard 1, 2 and 3. These interviews are to be administered at school.

Student test

The selection of these students must be done in a systematically random fashion. In order to do this random selection, we will require generate a **list with pre-determined numbers** to inform which students are tested. When these numbers are put next to the class lists, the students with the corresponding numbers on the Selection list will be tested. These tests are to be administered at school.

Household survey

Using the above-mentioned **lists with pre-determined numbers** also generates the selection of the Household survey respondents. Household surveys (see Annexure) will only be conducted to a random sub-sample of those completing the Student test, for which:

- 5 Households will be for 5 (out of 10) students in Standard 2 and
- 5 Households will be for 5 (out of 10) students in Standard 3

2.2 Monitoring visit Assumptions

The Monitoring visits will entail a 1 to 1.5 hour visit to each of the 400 schools. The purpose will be to collect some data on teacher and student attendances, what is being taught in the classrooms, as well as some general school-level data, like expenditures and cash flows. The questionnaire is yet to be designed.

Monitoring visit #1 should take place in May/June 2013, prior to the school holidays; while Monitoring visit #2 should take place in September 2013, prior to the Endline survey.

3.0 Scope of work - detailed

Proposals should outline how data will be collected and subsequently transferred into digital format. Please specify the suggested data collection method in detail (ie. paper-based, scanning, CAI, etc) to ensure that all items below are adequately covered.

The Baseline, Monitoring and Endline survey activities will require the following:

- (i) Project planning and preparation**
 - a. Devise a comprehensive work plan to conduct survey work for all required schools and households provided by J-PAL/Twaweza
 - i. Guided by details in Project Assumptions (see above)
 - ii. Carried out according to the Timeline (see below)
 - b. Arrange logistics for project activities, including:
 - i. Organizing sufficient transportation to carry out work plan efficiently and timely (for surveyors, supervisors, quality checkers)
 - ii. Providing adequate per diems for project staff to live and work comfortably during project work
 - iii. Ensuring seamless cash flows (salaries, advances, etc) during project
 - iv. Provide printing and binding for all necessary field documents (questionnaires, protocols, tracking sheets, etc)
 - c. Organize and conduct a pilot of school-based and household-based surveys in 2 districts (not in the sample – but to be determined by J-PAL/Twaweza).
 - i. Total of 4 schools (2 in each district)
 - ii. Survey numbers same as assumptions below
- (ii) Recruitment and training of project staff**
 - i. Identify and interview qualified individuals to carry out project tasks
 - ii. Contract all necessary project staff required for duration of the project
 - iii. Conduct training for all four (4) survey modules [Baseline & Endline]
 - iv. Allow for two (2) days of in-field practice surveying, along with one (1) additional day of debrief [Baseline & Endline]
- (iii) Conduct data collection activities**
 - i. Carry out all required survey work – including adequate introduction into schools and communities prior to start of work, along with administering necessary consent forms and relevant questionnaire modules
 - ii. Carry out quality control back-checks
 - iii. Carry out quality control spot-checks

- iv. Communicate regularly with J-PAL Research Assistant with progress reports and for trouble-shooting field issues

(iv) Produce electronic database

- a. If Paper-based survey:
 - i. Store and manage questionnaires securely on a regular basis
 - ii. Provide necessary equipment for data entry staff
 - iii. Provide back-up servers and secure working stations for data entry
 - iv. Double-entry of survey data, along with reconciliation and corrections
 - v. De-identification of data and encryption of all data files
 - vi. Secure transmission of School-level data.
 - vii. Secure transmission of Household-level data once completed.

- b. If Computer-Assisted Interviewing (CAI):
 - i. Provide necessary data encrypted equipment/devices for data collectors in field
 - ii. Provide error-reports and cross-checking for quality of electronic data files
 - iii. De-identification of data and encryption of all data files
 - iv. Secure transmission of School-level data.
 - v. Secure transmission of Household-level data once completed.

NOTE : There is some urgency in the generation of softcopy student testing data, as it is required for the randomized allocation of schools to intervention types (or study groups) they will going to receive from Twaweza. In order for Twaweza to have adequate preparation time for roll-out of the interventions, softcopy school-level data (including the student testing data, but not necessarily the household survey data) is required by J-PAL/Twaweza no later than February 25th, 2013.

4.0 Timeline

Table 1: Timeline of activities

Activity	Timeline
Request for proposal out	30 November 2012
Proposals received (no later than)	7 December 2012
Selection of preferred service provider (no later than)	11 December 2012
Identification of study Districts & Schools	December 2012
Negotiations & Contract	December 2012
Baseline - Enumerator training, field test	January 2013
Baseline - School-based survey components	February-March 2013
Baseline - Household-based survey components	April-May 2013
Monitoring Visit #1	May-June 2013
Monitoring Visit #2	September 2013
Endline - Enumerator training, field test	October 2013
Endline - School-based survey components	November 2013
Endline – Household-based survey components	November-December 2013

5.0 Request for Proposals

Interested parties/organisations are expected to send in a full (max 20 pages) project proposal by e-mail to apply@twaweza.org, as soon as possible, but no later than 1800 East Africa time on 7 December 2012. The proposal must contain:

1. Expression of Interest.
2. Technical proposal explaining the approach, with discussion of issues such as quality control. Emphasis will be given to proposals that have plausible strategies for the minimization of non-response, as well as robust data quality assurance measures.
3. Financial proposal (budget) by component (school survey and household survey).

Selection will take place based on price, quality of the proposals and demonstration of relevant work experience in implementing similar projects. It is expected that the winning bid will begin survey planning in December 2012 and survey preparation in January 2013.

Contact Persons:

Youdi Schipper (yschipper@twaweza.org) and Bryan Plummer (bplummer@povertyactionlab.org). Interested parties may contact Youdi and Bryan for an appointment for further clarifications regarding the Baseline Survey. To establish a level playing field such a meeting will not exceed 60 minutes for any party and notes will be taken.

Annexure

Annex contains:

4 questionnaire modules:

- Head Teacher
- Teacher
- Household Questionnaires
- Uwezo student test, information ppt.