

TERMS OF REFERENCE

Consultancy Title	: Endline KAP Survey for inclusive Covid-19 mitigation
Project	: LeaN On by INVEST-DM
Donor	: MAJu program (The Asia Foundation/ USAID Indonesia/DRG)
Target & Location(s)	: Program participants and/or Respondents of LeaN On Baseline KAP survey in Medan city, greater Jakarta, greater Bandung, Yogyakarta, greater Solo, greater Surabaya, and greater Kediri.
Timeframe	: April – June 2021

BACKGROUND

The Government of Indonesia issued President Regulation No. 82/2020 and created a policy committee for the handling of COVID-19 and National Economic Recovery. That translates into the restructuring of the previous Taskforce to sit under the new committee and the establishment of an Economic Recovery Taskforce. With the two-prong model, the Government aims to manage the disease transmission and while concurrently optimizing its support to citizens through responsive social protection services/ schemes.

LeaN On (Leaving No One behind) program is a Covid-19 risk-communications and community engagement (RCCE) to people disabilities and marginalized members of societies that will be implemented in thirty regencies across six provinces in Indonesia (*i.e. North Sumatera, Jakarta and the greater Jakarta, West Java, Yogyakarta, Central Java, and East Java*) between October and March 2020. The program envision that people with disabilities and marginalized communities attain equitable access to protection during the COVID-19 pandemic through access to timely and inclusive risk-communication and linkage to supporting services/schemes.

LeaN On has conducted a baseline survey on knowledge, attitude, and practice amongst the target population in November-December 2021 and the findings informed LeaN On about the target population's KAP and context when the risk communications outreach has just started. Per end of March 2021, LeaN On has completed the risk communications work and reached approximately 160 thousand persons with disabilities and marginalized members of societies through 500+ peer caseworkers. Although the COVID-19 handling has been a very dynamic journey and factors affecting risk-perception and behaviors of participants highly varied, it is still valuable to capture their KAP post outreach. The program will have a snapshot of knowledge retention from the caseworkers' education sessions, and proxy indicator of changes in the program participants' attitude and practice toward the novel disease and transmission.

The endline survey will use the instruments approved by Ethical Review Board in 2020. For the the baseline survey in 2020, the program only outsourced a Lead Researcher who led data collection team assigned by the consortium partners. For this endline survey, the consultant will implement and make decision appropriate to complete the survey within agreed timeline, ethics, and expected deliverables.

OBJECTIVE OF CONSULTANCY

- a) Implement the endline survey on Knowledge, Attitude, and Practice of persons with disabilities and marginalized members of societies reached by LeaN On.

- b) Produce an endline KAP survey report set.

DELIVERABLES

- 1) Training report, including training any materials used.
- 2) Cleaned STATA/ SPSS data set and final result tabulation.
- 3) Final Draft of Endline survey report in English.
- 4) An analysis of baseline-endline findings presented in deck highlighting the difference and/or changes in program participants KAP.

ACTIVITIES

- 1) Recruit, assemble and train the survey team, including supervisors, 32 enumerators, QC assistants.
- 2) Lead the preparation and the virtual training for field data collection and supervision.
- 3) Supervise and coordinate timely remote and offline support for data *collection (depends on consultant's home base)*.
- 4) Technical backstop for quality control.
- 5) Process and analyze baseline survey data.
- 6) Present the summary of findings to LeaN On, and potentially to stakeholders.
- 7) Report writing and generate final PowerPoint deck.

TIMEFRAME / SCHEDULE

The period of the performance is for 25 days, in intermittent input from end of April/ earl of May through 10 June 2021.

No	Activity	Estimated Level of Effort	Estimated Due Date
1	Recruit and assemble data collection team	Up to 6 days	8 May 2021
2	Lead the preparation and the virtual training for field data collection and supervision		
3	Supervise and coordinate timely remote support for data collection	Up to 10 days	31 May 2021
4	Remote support for technical backstop for quality control.		
5	Process and analyze baseline survey data		
6	Present the summary of findings to INVEST-DM LeaN On	Up to 9 days	10 June 2021
7	Report writing and generate final ppt deck		

REPORTING

The consultant will report to the Program Director of LeaN On and also work closely with LeaN On Monitoring & Information System Specialist.

REQUIRED EXPERIENCE & SKILLS

- Have implemented at least 4-5 similar surveys over the last 7 years in Indonesia
- Proven strong capabilities on quantitative research methodologies
- Have led and/or supervised development of digital and remote data collection tools
- Ability and demonstrated comprehension to conduct virtual and offline training and supervision for data collection team
- Master statistical analysis tools and can coach working colleagues
- Excellent report writing skills in English and Bahasa Indonesia

- Familiarity with USAID funded program and surveys is an advantage
- Having published work on similar survey is an advantage

Application Procedures:

Please submit your organization's capacity statement, technical and financial proposal, and personnel curriculum vitae to: procurement@id.mercycorps.org no later than April 28, 2021. Only shortlisted candidates will be notified.

Diversity, Equity & Inclusion

Achieving our mission begins with how we build our team and work together. Through our commitment to enriching our organization with people of different origins, beliefs, backgrounds, and ways of thinking, we are better able to leverage the collective power of our teams and solve the world's most complex challenges. We strive for a culture of trust and respect, where everyone contributes their perspectives and authentic selves, reaches their potential as individuals and teams, and collaborates to do the best work of their lives.

We recognize that diversity and inclusion is a journey, and we are committed to learning, listening and evolving to become more diverse, equitable and inclusive than we are today.

Equal Employment Opportunity

We are committed to providing an environment of respect and psychological safety where equal employment opportunities are available to all. We do not engage in or tolerate discrimination on the basis of race, color, gender identity, gender expression, religion, age, sexual orientation, national or ethnic origin, disability (including HIV/AIDS status), marital status, military veteran status or any other protected group in the locations where we work.

Safeguarding & Ethics

Mercy Corps Indonesia team members are expected to support all efforts toward accountability, specifically to our stakeholders and to international standards guiding international relief and development work, while actively engaging communities as equal partners in the design, monitoring and evaluation of our field projects. Team members are expected to conduct themselves in a professional manner and respect local laws, customs and MCI's policies, procedures, and values at all times and in all in-country venues.