
Terms of Reference: Request for Proposals to conduct Mid-term survey for Empower Project in Cambodia

Marie Stopes International Cambodia (MSIC) has been operating in Cambodia since 1998 and is a trusted partner of the Royal Government of Cambodia, delivering high-quality Sexual and Reproductive Health/Family Planning (SRH/FP) services through the public sector and currently through static clinics, and MS Ladies.

MSI has been awarded funding from the Australian Department of Foreign Affairs and Trade (DFAT) Gender Equality Fund to start up a regional Marie Stopes Ladies (MS Ladies) network in Cambodia, Myanmar and Vietnam. The project is named *The Mekong Women's Empowerment Project (Empower)* and will operate from 1 June 2018 to 30 June 2022. The overall goal of the Empower project is to contribute towards women and girls realising their economic potential and achieving their sexual and reproductive health rights (SRHR) through improved utilisation of high quality, comprehensive, affordable and equitable SRH/FP services and products at a community level.

1. Background

The Mekong Women's Empowerment Project (Empower) aims to advance women's economic empowerment (WEE) by increasing the clinical capacity, business skills and financial independence of entrepreneurial health providers, or MS Ladies (MSL), and increasing awareness of and access to reproductive health services for women in Cambodia.

In Cambodia, the project will focus on seven (7) provinces including Phnom Penh, Kandal, Kampong Cham, Tboung Khmum, Preah Sihanouk, Ratanakiri, and Banteay Meanchey.

The Empower project strengthens the capacity and competency of 160-180 MS Ladies (medical doctors and secondary midwives), with entrepreneurial aspirations, to contribute towards women and girls realising their economic potential and achieving their SRHR. We expect that MS Ladies will improve their capacity to access and control their resources, and earn additional income that allows them to experience economic advancement, and improved financial independence and economic and social well-being. By providing quality, inclusive SRH services, we expect MS Ladies to deliver increased access to SRH/FP products and services to women in project areas.

End of Program Outcomes

- End of Program Outcome # 1: Women have improved financial independence and greater power and agency to benefit from their economic activities in target project areas.
- End of Program Outcome # 2: Increased acceptance and utilisation of high-quality, equitable and affordable SRH/FP services and products amongst target groups in target project areas

By improving the MS Ladies socio-economic status and increasing their decision-making ability, the Empower program supports their ability to increase their sense of agency and their leadership capabilities. MS Ladies become role models and agents of change particularly for women and girls in their communities who may not have the opportunity to advocate for their SRH/FP rights. MS Ladies will seek to combat gender inequalities in their communities by expanding the availability of comprehensive, equitable, high-quality and affordable SRH/FP information, services and products for those most in need. Improved access to preferred contraceptive methods for women and girls is essential to securing their well-being and autonomy.

The purpose of the Empower Mid-term Review is to assess and evaluate the progress of Empower in achieving program objectives from 2018 -2020. Findings from the Mid-term Review will be shared with local stakeholders, including representatives from key target groups, the Policy and Gender departments at the Australian Government's Department of Foreign Affairs and Trade (DFAT), the Australian Embassy in Cambodia, and with MSI stakeholders including the gender and disability working groups.

2. Key Research Questions

The mid-term review will address the following key evaluation questions:

1. In what ways has the Empower project been able to support the economic empowerment of the MS Ladies?

2. What is the value to the MS Ladies of being part of the network and of the support provided by MSI?
3. In what ways have the MS Ladies been able to expand access to quality SRH services in their communities, especially to more vulnerable target groups such as young people and people with disabilities?

3. Scope of Work (SoW)

MSIC seeks a consultancy firm/consultant to conduct data collection for the mid-term review which includes:

1. **Provider (MSL) Insights Gathering:** A rapid MSL provider survey to be conducted over the telephone with all 161 MS Ladies. The questionnaire has been developed by MSI and will be completed online via KoboToolbox.
2. **Key informant interviews** will be conducted with a small sample of key informants representing MSLs, community members and others key partners identified by MSIC staff (e.g. 2-3 MS Ladies per province/ 1-2 community/key partners per province or area of expertise, including representatives of vulnerable client groups). This will focus on key project informants' experiences of the Empower project and data collection will be informal, so will not require MSI ethics approval or national ethics approval. The sample and semi-structured interview guides for these interviews will be finalised once the provider (MSL) insights gathering has taken place and other key data has been reviewed so that these interviews can be used to explore any trends/ themes emerging in more depth.

4. Specific tasks

1. **Provider (MSL) Insights Gathering:** Train data collectors to administer questionnaire; complete telephone questionnaire with at least 80% of MSLs (161); complete the relevant questionnaires and submit online following MSIC guidelines
2. **Key informant interviews:** Facilitate interviews with key informants and produce interview notes in English. It is expected that interviews will be required with 2-3 MS Ladies per province, 2-3 vulnerable clients/community representative per province (the project works across 7 provinces), and 3-4 key partners throughout the whole network. We expect each interview to take 45 minutes. A list of key informants will be available after the provider insights gathering report has been drafted. The interviews will be mostly face-to-face, with some telephone interviews where necessary

5. Deliverables and timeline

The table below outlines deliverables and relevant timelines

Deliverables	Timeframes
Telephone interviews completed and documented with at least 80% of the 161 MS Ladies	Before end December 2020
Interviews with key informants facilitated and notes taken and shared with MSIC in English	Before end of February 2020

6. Budget

The consultant/consulting firm shall provide a detailed estimate of the number of days they will work for this assignment including travel, accommodation, communication and other expenses, as well as their daily rates.

7. Terms of Payment

- The 1st instalment equal to 30% of the contract amount shall be made two weeks after contract signed
- The 2nd instalment equal to 40% of the contract amount shall be made when the data collection of the Provider (MSL) Insights Gathering is completed and results submitted to MSI
- The 3rd instalment equal to 30% of the contract amount shall be made when the English notes of the key informant interviews are submitted and approved by the MSIC focal point

8. Qualifications

To be considered for this work, the consulting firm/consultant must demonstrate capacity and capabilities in the following:

- Be familiar with SRH/FP, WEE and gender research.
- Demonstrated experience in organising research on the scale of this project over the past three years.
- Strong capacity and experience in planning and organising research logistics, including the design and implementation of protocols to ensure high quality data.
- Strong capacity in data management, and statistics.
- Ability to report to MSIC team effectively on progress of the work, including the submission of interim entered data and the identification of noticeable difficulties.
- Capacity to store and maintain data in a manner that protects respondents' identities.
- Be ready to assume work as soon as possible.
- Fluent Khmer and strong English skills (verbal and written)

9. Conditions

Ms. Soklay Luong, Programmes Director, MSIC will be the focal point for this consultancy. Please contact Soklay via email: soklay.luong@mariestopes.org.kh or Tel: 012 728 230 for more information.

10. Application

Applicants shall submit a final proposal that includes a Cover Letter, CVs of key personnel, detailed research schedule for the assignment, research budget to Ms. Soklay Luong, Programmes Director via soklay.luong@mariestopes.org.kh. The closing date is 18 November 2020 before 5PM Cambodia's time.