

TERMS OF REFERENCE

Project title	Mongolia Emergency Relief and Employment Support Project IDA credit-P174116
Location	Ulaanbaatar, Mongolia
Title of the assignment	Consulting services to conduct the process and outcome evaluation of the Skills Innovation Program (SIP)
Post title	National consulting firm to organize the evaluation of SIP
Contract type	Consultancy services
Languages required:	English and Mongolian
Contract duration	Eight (8) months

BACKGROUND

The Ministry of Labor and Social Protection (MLSP) of Mongolia implements the Mongolia Emergency Relief and Employment Support Project (MERESP), which aims to provide jobseekers and micro-entrepreneurs in Mongolia with improved access to labor market opportunities and to provide temporary relief to eligible employers and workers in response to COVID-19. The project is implemented with loan and technical assistance by the World Bank between 2020 and 2024.

The project, consisting of four components, supports:

- (1) A comprehensive realignment of the current public employment service system to serve more significant numbers of employers and job seekers in a more client-driven approach and greater collaboration with private intermediation services;
- (2) Strengthening the design, relevance, and demand orientation of select active labor market programs;
- (3) Improving the quality and availability of labor market information and analysis;
- (4) Providing temporary social insurance contribution relief to eligible workers and their employers to mitigate the impact of the pandemic on businesses and workers.

Under component 2, the project will strengthen select active labour market programs' design, relevance, and demand orientation. It will finance skills development interventions that aim to meet the labor market demand with notable innovative features. In particular, the "Demand-based Skills Training Program" (which corresponds to the Skills Innovation Program, or SIP) will feature demand-based consultations and engagement of industry associations/councils, independent assessment, the inclusion of socioemotional skills training modules, upskilling, and recognition of prior learning, among other innovations.

The National Employment Council approved the SIP in February 2023. The Training, Assessment and Research Institute for Labor and Social Protection (TARILSP) under the MLSP will manage the program implementation, coordination, monitoring, and reporting of results. Order A/145 of the MLSP approved the Implementation Guidelines of the SIP in October 2023, and implementation is expected to begin soon after.

Within the framework of the program mentioned above, it is planned to provide demand-based occupational and socio-emotional skills training to at least 700 jobseekers and to provide upskilling to up to 300 workers. Even after the completion of the project, the MLSP intends to build the program into one of the most active labor market programs. The training will be held between March and November as planned.

Therefore, an evaluation of the SIP needs to be carried out to organize a training module that aligns with the program's process and outcome evaluation agenda and the development and implementation of the methodology. The evaluation of the SIP will be handled by the Project Implementation Unit (PIU) of the MLSP. Along with the collaboration of the World Bank and the national consultant, a national consulting firm will develop the research methodology, collect and analyze data according to the method, generate an assessment report, and provide recommendations.

DUTIES AND RESPONSIBILITIES

Scope of Work: The primary goal of the evaluation is to measure whether the program's content and the training's format meet the objectives, whether it is implemented as planned, and whether the training's beneficiaries' participation in the job market has changed. The purpose will be conducted as follows:

- Appropriateness of participant selection for the training program;
- Classify and assess the clarity and efficacy of the training program's content including of the socioemotional skills training and form for students in accordance with their economic sector and occupation;
- Assessing changes in employment of training beneficiaries.

The organization providing consulting services will organize research to achieve the aforementioned aims and objectives, prepare and evaluate reports at each stage of program evaluation, and develop suggestions and recommendations for the further implementation of the program.

Tasks: In particular, a national consulting firm will undertake the following tasks:

1. Together with the World Bank's consultant and the national consultant, develop and finalize the evaluation methodology and the questionnaires of the evaluation for the SIP;
2. Organize training for survey enumerators and supervisors;
3. Plan and organize data collection, and analyze data accordingly to the methodology;
4. Oversee and provide the assurance of the overall quality of the information collected;
5. Develop program evaluation reports and provide conclusions and recommendations.

Training under the SIP will be held in a variety of locations, depending on the program, the number of participants, and the department's capabilities, and research will be conducted in each situation. As for the location of the training at Ulaanbaatar.

Preliminary proposal for the methodology

The evaluation methodology is directly related to the research objectives. The concept note for the evaluation methodology is included in Annex 1 with this TOR. According to the concept note, the following two types of evaluations will be carried out to achieve the goal.

1. Process evaluation

This evaluation will identify whether the program has been implemented according to the plan and the difficulties encountered. The following indicators should be determined as a result of the evaluation.

- Whether the training is implemented according to the plan and procedures;
- Whether the content and format of the curriculum is convenient and adjusted;
- Difficulties and challenges encountered during the implementation of the program and solutions.

2. Outcome evaluation

An evaluation will be conducted to reveal changes in the program's beneficiaries' behavioural attitudes and labor market outcomes. The following indicators should be determined as a result of the evaluation.

- Whether the soft skills (as per the training) of the jobseekers have changed;
- Whether professional skills of the workers have changed;
- Whether program participant's labor market outcomes have changed.

Deliverables:

A consulting firm will produce the following deliverables:

Expected deliverables	Duration from start of contract (working days, indicative)	Completion Dates (indicative)	Review and approvals required
Deliverable 1. Inception report i) Detailed work plan and schedule ii) Draft methodology of the process and outcome evaluation for SIP	14 days	April 18, 2024	PIU, MLSP
Deliverable 2. Report on the preparation of the evaluations i) The final methodology of the process and outcome evaluation for SIP; ii) The questionnaires of the outcome evaluation. Guiding questions for process evaluation; iii) The result of Pilot test; iv) Detailed work plan for outcome survey; v) The plan for enumerator's training; vi) The training materials;	44 days	May 31, 2024	PIU, MLSP
Deliverable 3. Progress report i) The report of training of enumerators; ii) The progress report of process and outcome evaluation; iii) Draft report of the process and outcome evaluation;	105 days	August 31, 2024	PIU, MLSP
Deliverable 4. Final report and recommendation i) Finalized report of evaluations and recommendation; ii) Conclusion of the archived data (SPSS or STATA) of the survey work and handed over to the project units; iii) Recommendations for issues to be considered in the tracer survey of outcome evaluation; iv) Prepare the slides (PPT) presenting results of the report including lessons learned and recommendations;	170 days	November 30, 2024	PIU, MLSP

Contract duration:

A contract will cover the period from April 1 to November 30, 2024 (8 months).

Monitoring, progress control and reporting requirements:

As part of the contractual activities, a research organization will be working under the supervision of the MLSP and the MERESP PIU, the World Bank's consultant, and the national consultant. The performance of the consultancy service is evaluated based on the following indicators:

1. Completion of tasks specified in ToR;
2. Compliance with the established deadlines for submission of deliverables;
3. Quality of work.

A national consulting firm will report the work and progress directly to the PIU. The PIU team will be responsible for the technical and administrative supervision of the work to be carried out under these terms of reference. A national consulting firm will fill out a deliverable acceptance form for each scheduled deliverable to the MLSP/PIU before receiving the contract payments.

Schedule of payments:

The contract price is output-based regardless of the extension of the herein-specified duration. Payments shall be in four installments based on the list of deliverables.

The consulting firm will be paid in the following schedule:

Deliverable	Payment as % of total contract price
Deliverable 1. Inception report	30%
Deliverable 2. Report on the preparation of the evaluations	30%
Deliverable 3. Progress report	30%
Deliverable 4. Final report and recommendation	10%

Payment will be made upon submission of the agreed deliverables and acceptance by the MLSP/PIU.

Confidentiality: Information obtained and reports produced in connection with this assignment are the property of the Ministry of Labor and Social Security (MLSP and the World Bank. Selected consulting firm may not use this information for their own research or commercial purposes.

REQUIRED SKILLS AND EXPERIENCE

A national consulting firm is a domestic institutional with experience in carrying out research and analytical work. It is appropriate if the study organization and team members meet the following requirements:

i) Qualifications of the successful institutional contractor

- The organization must have at least five years of experience performing similar research and analysis work;
- The organization is financially fully capable of carrying out the study, and the previous year's financial income is more significant than the amount of the price offered for this study;
- Ability to quickly recruit and train enumerators to carry out data collection.
- Experience working with the International development organizations is an asset;

ii) Qualifications of the research team

Requirements for team leader:

- Leaders should have a master's degree or higher in sociology, economics, or labor economics;
- At least 10 years of experience in labor market research and analysis, and/or monitoring and evaluation of social programs;
- Completed at least two similar evaluations of programme and project assessment studies and

analyses;

Requirements for team members:

- Bachelor's degree or above in economics, sociology or related fields;
- Experience in technically managing similar assessments such as sampling, questionnaire processing, and data cleaning/analysis;
- At least 3 years of experience in research and analysis;

iii) Proposal of price

The contract price is negotiable with the consulting firm. The total price of the contract will be up to MNT 170,000,000 (USD 48,500) and include all costs required to perform the deliverables identified in the TOR. A national consulting firm will deliver the products at no cost if any of the deliverables stipulated by this TOR cannot be produced before the contract ends due to justifiable circumstances, and for this reason, extending the contract duration.

iv) Proposal submission

- a) Proposal of a brief methodology and work plan for the evaluation instruments. The proposal should be based on the concept note attached in Annex 1, noting any modifications or improvements if needed.
- b) Brief introduction including the work experience of the research organization
- c) Team member's CV and a copy of educational certificates
- d) Statement of the financial situation of the organization for the last two years along with a copy of the audited report
- e) At least 3 reference letters that indicate similar experience;
- f) Financial Proposal that indicates the all-inclusive fixed total contract price, supported by a breakdown of costs in MNT.

v) Criteria for selection of the best offer

Selection will be based on a combination of scoring the technical proposals (proposed methodology, experience, expertise and skills of team members) and financial proposals.

Selection criteria are the Combined Scoring method – where the qualifications will be weighted a maximum of 80%, and combined with the price offer which will be weighted a max of 20%. For disaggregation of financial evaluation, only the bidder's proposal with at least 70% of the total technical points will be considered.

But when evaluating a technical proposal, it is assessed as follows.

Technical Criteria for Evaluation Criteria	Weight	Max. Point
Technical criteria 1: Qualifications of the Successful Institutional	20	20
The organization has at least 5 years of experience in similar research and analysis work (1-5 points)		5
The organization is financially capable of carrying out the study, and the financial income of the previous year is greater than the amount offered for this study (1-5 points)		5
A copy of the last two years of audited financial statements of the organization (1-5 points)		5
Experience working with international development organizations (1-5 points)		5
Technical criteria 2: Qualifications of the research team	40	50

Team leader: <ul style="list-style-type: none"> • Master's degree or higher in Economics, Sociology or related field (1-10 points) • At least 10 years of research and analysis experience (1-10 points) • Successful completion of at least 2 similar evaluations of program and project monitoring and evaluation research and analysis (1-10 points) 		30
Team members: <ul style="list-style-type: none"> • Bachelor's degree or higher in Economics, Sociology or related field (1-5 points) • Experience technically managing similar evaluations in STATA, including sampling, query design, and data cleaning/analysis (1-5 points) • At least 3 years of research and analysis experience (1-10 points) 		20
Technical criteria 3: Qualifications of the brief proposal the methodology and work plan	20	30
A brief research methodology proposal (1-20 points) as given in the ToR		20
Reliability of the work plan and resources to meet the desired time (1-10 points)		10
Technical Score	80	100

Concept note for the evaluation of the SIP

1.1. Overview of the program

The Ministry of Labor and Social Protection (MLSP) of Mongolia implements the Mongolia Emergency Relief and Employment Support Project (MERESP), which aims to provide jobseekers and micro-entrepreneurs in Mongolia with improved access to labor market opportunities and to provide temporary relief to eligible employers and workers in response to COVID-19. The project is implemented with loan and technical assistance by the World Bank between 2020 and 2024.

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- (4) Providing temporary social insurance contribution relief to eligible workers and their employers to mitigate the impact of the pandemic on businesses and workers.

Under component 2, the project will strengthen select active labour market programs' design, relevance, and demand orientation. It will finance skills development interventions that aim to meet the labor market demand with notable innovative features. In particular, the "Demand-based Skills Training Program" (which corresponds to the Skills Innovation Program, or SIP) will feature demand-based consultations and engagement of industry associations/councils, independent assessment, the inclusion of socioemotional skills training modules, upskilling, and recognition of prior learning, among other innovations.

The National Employment Council approved the SIP in February 2023. The Training, Assessment and Research Institute for Labor and Social Protection (TARILSP) under the MLSP will manage the program implementation, coordination, monitoring, and reporting of results. Order A/145 of the MLSP approved the Implementation Guidelines of the SIP in October 2023, and implementation is expected to begin soon after.

1.2. Rationale of the evaluation

Within the framework of the program mentioned above, it is planned to provide demand-based occupational and socio-emotional skills training to at least 700 jobseekers and to provide upskilling to up to 300 workers. Even after the completion of the project, the MLSP plans to expand the program into one of the main active labor market programs. The training will be held between March and November as planned.

Table 1: Interventions

Intervention	Target Per Results Framework
1. Skills training	At least 700 jobseekers
2. Up-skills training	At least 300 workers

Therefore, an evaluation of the SIP needs to be carried out to organize a training module that aligns with the program's process and outcome evaluation agenda and the development and implementation of the methodology. The evaluation of the SIP will be handled by the Project Implementation Unit (PIU) of the MLSP. Together with the World Bank and the national consultant, a research organization will develop the research methodology, collect and analyze data using the method, produce an assessment report, and make recommendations.

Outcome	Output	Input
<ul style="list-style-type: none"> ✓ Increasing soft skills /focus on the development of behavioural and communication skills such as self-awareness, self-development, working independently, teamwork, being creative, initiative and responsibility, problem-solving etc/ ✓ Improvement in the labor market outcomes such as employment and time on the job as well as performance 	Skilled jobseekers	Skills training
<ul style="list-style-type: none"> ✓ Increasing occupational skills 	Up-skilled workers	Up-skills training

1.3. Evaluation scope and focus

The primary purpose of the evaluation is to measure whether the program's content and the training's format meet the objectives, whether it is implemented according to the plan, and the changes in the participation of the training beneficiaries in the labor market. Due to the purpose of the evaluation work, we need to do two different assessment tasks.

Process evaluation is used to monitor the program's implementation according to the plan, while **outcome evaluation** is applied to monitor the changes in the behavioural attitude of the beneficiaries and their level of employment. As a result of evaluation work, the following questions will be sought and researched.

Process evaluation	Outcome evaluation
Has the training implemented according to the plan and procedures?	Have there been any changes in the soft skills of the jobseekers?
Has the selection process been appropriate?	Have there been any changes in the professional skills of the workers?
Has the content and format of the curriculum been understandable to the participants?	Have there been any changes in the employment rate?
Has the program been straightforward to stakeholders?	

1.4. Methodology

The assessment methodology is directly related to the research objectives. Therefore, the following two types of evaluation will be conducted to achieve the goal.

1.4.1 Process Evaluation

This evaluation will identify whether the program has been implemented according to the plan and the difficulties encountered. The process evaluation will include monitoring the activities during the

implementation period (attendance, activity, evaluation, gender of the trainees, etc.) and conducting a qualitative survey to gather the opinions of the program participants. We will use the qualitative research methods such as focus groups and individual interviews. Monitoring activities during the implementation period will be carried out along with the program using administrative data and other data as needed. The qualitative survey will be organized after the implementation of the program.

Focus group

Focus group will be held to identify challenges and ensure planning and content compliance during program implementation among the curriculum developers, training coordinators, and representatives from organizations, sector ministries and implementing agencies, and project unit representatives. It will be held twice as there are probably going to be a lot of program implementing organizations, as well as obtaining the perspectives and experiences of as many participants as possible.

Individual interviews

The in-depth interview will be conducted to clarify further the program implementation issues raised during the focus group interviews with key program stakeholders. Those selected for individual interviews are representatives of ministries and implementing agencies, teachers who authored the curriculum and trainers who organized the training.

1.4.2 Outcome evaluation

An evaluation will be conducted to reveal changes in the program's beneficiaries' behavioural attitudes and employment rates. A Pre-Post (Before-and-after) survey method is recommended when making the evaluation. This methodology is distinguished by its ability to measure program participants' attitudes, knowledge, and skills prior to their participation in the training program, as well as to re-evaluate these indicators and define changes thereafter.

In this survey, we can use specific methods to identify the skills and attitudes of trainees./An assessment of socio-emotional skills/

As for the participants to be involved in the evaluation:

- ✓ Participants in the training program. But for these participants, the question will be different. The questionnaire's content is different for 700 job seekers and 300 workers.
- ✓ Senior specialists who supervise the company's employees who are already involved in the upskilling training program. These experts will also study the changes in professional skills and attitudes of the participants who have participated in the upskilling training program.

As for the frequency of surveys, it can be done in the following order.

- ✓ Baseline survey. A baseline survey data collection will be conducted prior to start of the training. In this manner, the trainees' beginning conditions and ability levels will be evaluated. Participant surveys will be coordinated prior to the commencement of the trainings. Enumerators administer the survey to the trainees and will answer any questions they may have about the survey content. One enumerator may intend to survey 3-5 individuals, assuming there are 25–35 participants in a given class. However, a survey of the company's senior specialist who sent the employee to the training course can be conducted during the training session.
- ✓ Follow-up survey. The survey is available immediately upon completion of the training. In this way, it is possible to assess the content and format of the training, as well as the results. Once training is completed, one enumerator will conduct the data from three training participants. However, for the senior specialists of companies who have sent an employee to the up-skills training, will be taken the

survey 2-3 weeks after completion of the training as well as when the trained worker goes to the workplace.

✓ Tracer survey. The survey can be done 6 months after the training and can be complemented with administrative data to clarify only the employment rate of the participants. With registration based on participant registration numbers, the employment rate can be analyzed based on the General Office of Social Insurance and the General Office of Labor and Welfare Service databases.

As for the questionnaire form, it is possible to create conditions for the survey to use the CAPI (Computer Assisted Personal Interview) method.

1.4.3 Sampling design

Process evaluation

As part of this evaluation, a qualitative study will be conducted, and interviewees will be selected as follows.

Focus group

Focus groups will be held twice, with 10-12 participants. But for the participants:

1. From the teachers who develop the curriculum,
2. From the teachers who organized the training,
3. Departments and divisions that implemented programs of the MLSP,
4. From the program implementing agency,
5. Representatives from the trainees,
6. There is a representative from the project implementation unit.

Individual interviews

The in-depth interview is being organized to clarify further the issues that need to be clarified in the focus group. Therefore, the participants in this interview are:

1. From the teachers who develop the curriculum,
2. From the teachers who organized the training,
3. Departments and divisions that implemented programs of the MLSP,
4. From the program implementing agency.
5. Representatives from the trainees.

In terms of numbers, depending on the scope of the problem, interviews will be scheduled with the participants mentioned above.

Outcome evaluation

The baseline survey will be answered by all the participants who enroll in the training. The follow-up survey will be answered by all trainees, and a separate follow-up survey will also be administered for dropouts. Both trainees and dropouts will also answer the tracer survey six months after program implementation has ended. In other words, the 700 jobseekers and 300 workers will be expected to participate in skills and up-skills training will participate in the surveys.

However, senior specialists supervise the company's workers already involved in the up-skilling training program. The number will not be 300 because more than 1 participant can be sent from one department or division of the same company.

1.5 General framework and timeline

1.5.1 Framework

Table 4. The general framework of the program

Type of evaluation	Input	Output	Outcome	Impact	Indicators
Process evaluation	Skills training	Skilled jobseekers	The program need to be implemented effectively.	The program will be successfully implemented and will become one of the regular employment programs.	✓ Whether the training is implemented according to the plan and procedures
	Up-skills training	Up-skilled workers	The program need to be implemented effectively.		✓ Whether the content and format of the curriculum is convenient and adjusted ✓ Difficulties and challenges encountered during the implementation of the program and solutions
Outcome evaluation	Skills training	Skilled jobseekers	Increasing soft and hard skills	The hard and soft skills of the participants who participated in the training increased, and the level of employment changed.	✓ Whether the soft skills of the jobseekers have changed
	Up-skills training	Up-skilled workers	Increasing occupational and soft skills		✓ Whether professional skills of the workers have changed ✓ Whether program participant's employment rate or job performance has changed

1.5.2 Timeline

Activity	During	Responsible unit
Concept note of the evaluation of the SIP, draft ToR for a national consulting firm to organize the evaluation of SIP	Jan 20, 2024	International and Local consultants
The organization will be selected for the evaluation work and sign the contract.	April 1, 2024	PIU
Development of evaluation methods and questionnaires	Within 20 days after the organization has been selected	The consulting firm, International and Local consultants
Organize training for enumerators	Before the trainings	The consulting firm, International and Local consultants
Baseline survey	Prior to the training for each batch	The consulting firm
Follow-up survey	At end of training for each batch	The consulting firm
Oversight the quality of data collection and data analysis, prepare the draft an evaluation report	After an outcome evaluation is conducted	The consulting firm, International and Local consultants
Conduct the first focus group for process evaluation	A week after the end of the training program	The consulting firm
Conduct the second focus group for process evaluation	A week after the end of the training program	The consulting firm
Conduct the individual interview for process evaluation	After the end of the focus group	The consulting firm
Analyze process evaluation data	After the process evaluation study is done	The consulting firm, International and Local consultants
Prepare integrated process and outcome evaluation reports	After the process and outcome evaluations are done	The consulting firm, International and Local consultants
Prepare the methodology of the tracer survey for outcome evaluation	During the development of final reports	The consulting firm, International and Local consultants

Data collection & data quality assurance & analysis strategy

1.1. Issues to consider in research data collection

Issues with research data collection may arise depending on the quantitative and qualitative research methods used.

For qualitative research, when organizing focus groups or individual interviews, guiding questions should be prepared in advance, depending on the purpose of the evaluation.

Focus group discussions guarantee that all relevant parties are fully involved in the problems at hand and thoroughly examine both the successes and failures of the program's implementation.

In addition, the focus group discussion moderator ought to address the guiding questions in a distinct way, seek feedback from all participants, and be well-prepared for further discussion. Observers of the external research team will monitor the focus group, ask clarifying questions, and work will focus on understanding the essence of the problem.

Individual interviews should be held after the focus group. After processing the focus group results, guide questions are prepared using the necessary questions for clarification and additional information. During the focus group, if some participants expressed their opinions incompletely or did not want to talk about the problems in the presence of the teachers who created the program's content, then it will be possible to clarify an individual interview.

Quantitative research is a very suitable method for outcome evaluation, and the content and structure of the questionnaire should be calculated depending on the purpose. Considerations for developing quantitative survey questionnaires are described in the following subsection.

However, regarding frequency, taking and evaluating the quantitative research before and after the training is appropriate. In this assessment, using methods that can see the impact of learning outcomes and skill changes is appropriate and can be applied.

The employment rate change of the participants is a significant impact factor of this program that may be measured and ascertained by a tracer survey after a particular period of time following the training. However, this survey is necessarily a questionnaire but can be analyzed from the administrative data to clarify only the employment rate of the participants. With registration based on participant registration numbers, the employment rate can be analyzed based on the General Office of Social Insurance and the General Office of Labor and Welfare Service databases.

However, it is possible to monitor the changes in the employment rate by organizing a telephone survey of participants who do not have information on these datasets.

1.2. Issues to consider when developing a survey questionnaire

The questionnaire should have the following structure and information.

1. General personal information
 - Age
 - Gender
 - Education
 - Occupations (ISCO code) and qualifications
 - Residential location
 - Disability

2. Experience of employment
 - Previous job (job type, wage and other information)
 - Reasons for dismissal
 - Difficulties and problems encountered in work
3. Skills
 - Soft skills
 - Hard skills
 - Socio-emotional skills
4. Expectation of the future
 - Expectation of job
 - Expectation of skills
 - Expectation of qualifications
5. Other required information

Using specific methods of assessing soft skills in survey questionnaires is possible.

1.3. Order of organization of research according to the methodology

It is convenient to consider the following sequence for the organization according to the research methodology and reflect it in the action plan.

- ✓ Preparation work
- ✓ Document analysis
- ✓ Data collection for the research
- ✓ Data processing, preparation and delivery of reports and recommendations

Preparation work

- ✓ Develop a research methodology and action plan;
- ✓ Develop questionnaire aligned to the methodology;
- ✓ The research will be conducted using CAPI (Computer Assisted Personal Interview), which is the method of collecting research data using a tablet;
- ✓ Develop instructions and manuals on how to take questionnaires. Manuals are essential for accurate and error-free performance of research data collecting and monitoring. Thus, create a thorough handbook outlining the tasks and responsibilities of researchers, team leaders, and data specialists who will gather and process data, retain the database, and provide it to clients;
- ✓ Organize a training for the team members responsible for conducting the research;
- ✓ Prepare research population to identify sample size for the qualitative research;

As part of document analysis

- ✓ Collecting administrative data for social and economic analysis in accordance with the methodology;
- ✓ Use documents of project and SIP;

As part of data collection for research

- ✓ Once the questionnaire is finalized, a pilot survey will be conducted for selected 2-3 training participants.
- ✓ Research data collection will be organized according to the methodology;
- ✓ The oversight of the data collecting process will be carried out by the team leader on a daily basis data collection;

As part of data processing, preparation and delivery of reports and recommendations

- ✓ Prepare the field for database monitoring and analysis;
- ✓ Special research programs will be used for research data processing and analysis. These research-specific programs are ideal for analyzing quantitative data in databases;
- ✓ Development of reports and recommendations, receiving feedback from the PIU team;
- ✓ Final presentation and delivery of reports and recommendations;

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