AGA KHAN FOUNDATION
An agency of the Aga Khan Development Network

Multi Use Water Services Project for Northern Côte d'Ivoire

TERMS OF REFERENCE

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RECRUITMENT OF A CONSULTANT FOR THE CONDUCT OF A BASELINE SURVEY (BASELINE)

Grant N°: MACF01

JUNE 2016

BACKGROUND

The situation in Côte d'Ivoire after the 2010 post-electoral crisis, especially in the Western and Northern Regions which were previously held by paramilitary groups, has improved considerably. However, a full socio-economic recovery is yet to be achieved and living conditions in general within Northern communities remain among the most precarious ones in the country.

Indeed, the growing desertification with climate change and the destruction of public utility facilities, particularly water infrastructure, have resulted in a limited access to safe drinking water for at least 33% of the population[1] in rural areas. The current lack of access to safe drinking water combined with poor sanitation practices have contributed to a high incidence of water-borne diseases such as diarrhoea, guinea worm and bilharzias. As such, in 2012, 70% of children under five years had diarrhoea in the Northern regions and infant mortality (which closely follows diarrhoea and waterborne diseases) was twice as higher (137/1000 as against 68/1000) in the North than in the Southern part of the country[2].

Despite the regained stability, it is very unlikely that the government will be able to support improvements in the water sector in the short or medium term. Again, in a country where over 40% of the population earns less than $ 1 per day[3], the impact of climate change has rendered food security even more difficult to achieve.

As part of its mission to help improve the living conditions and to create opportunities for people living in certain regions of the developing world, the Aga Khan Foundation (AKF) has obtained funding for the implementation of a project titled ***"Multiple-use of Water Services in Northern Côte d'Ivoire***".

The project will be targeting communities/households within the departments of Boundiali, Dianra and M'Bengue which lack water supply and sanitation infrastructure as well as vegetable producer groups and farmers' organisations.

With the growing incidence of extreme weather phenomena and both man-made and natural disasters, AKF's approach has recognized the need for a Community Resilience Strategy, that seeks to strengthen the resilience of communities and households in the area of health, means of subsistence and income.

The activities will be centered on the following four (04) components:

- **Component 1:** Improving access to sustainable safe drinking water supply;
- **Component 2:** Improving health conditions through WASH services;
- **Component 3:** Increasing community resilience to be able to maintain water infrastructure through the increase in income levels.
- **Component 4:** Strengthening the capacity of communities and municipalities to able to prepare and to react adequately to environmental shocks.

The project will provide for the development and the rehabilitation of water related infrastructure, the strengthening of local management of water resources, increase the adoption of best practices in relation to safe drinking water and sanitation.

In addition, it will help in increasing income levels through the production of market vegetables and subsistence crops to be able to maintain water infrastructure and to enhance communities' response capacity and that of the administration to be able to adequately respond to environmental shocks.

AKF will be working in partnership with Ivoire Coton (IvC), an Industrial Promotion Services (West Africa) (IPS(WA)) and a member of the Aga Khan Fund for Economic Development (AKFED), in the implementation of these components.

As part of the implementation of the project and in accordance with the monitoring and evaluation plan, it is expected that a baseline survey (Baseline), be conducted in order to provide a baseline data that will help in providing a better appreciation/evaluation on the achievement of the objectives set and the positive change needed in the lives of the beneficiaries.

For the conduct of this baseline survey, an external consultant is to be recruited. He or She shall work in collaboration with AKF-CI team and that of Ivoire Coton. These terms of references define the modalities for the recruitment of the consultant.

OBJECTIVES

The objective of this survey is to establish initial baseline information for the Multi-Use Water Services Project in Northern Côte d'Ivoire program for provided indicators. The baseline survey will determine baseline information for the program indicators highlighted in the Performance Monitoring Plan. These baseline results will be critical in establishing benchmarks for program performance measurement as well as generate data for evidence-based decision making.

The data collected will be both qualitative and quantitative in nature, and will include information gathered on the outcome indicators and on knowledge, attitudes and practices in the areas of hygiene and sanitation, farming, environmental conservation and DRR management.

Specifically, the consultant shall:

- Provide a baseline situation for the various indicators of the outcome framework (Ultimate outcomes, Intermediate outcomes, Immediate outcomes) that will be used for comparison at the end of the project (End line);
- Explore and test the relationships between the various indicators both at the community and the household levels;
- Identify the characteristics/profile and the most resilient household/community practices and those that are most vulnerable to climatic shocks;
- Test and readjust the theory of change (outcome framework) that served as the basis for the project in order to ensure that the program design is logical and that the project is designed in such a way as to realistically achieve its stated goals especially in terms of resilience, DRR, and climate change adaptation. In addition, the consultant should provide recommendations on how the project can test if and how the public private partnership is contributing to these stated objectives.

METHODOLOGY

The methodological process will be a collaborative effort between the consultant and AKF staff. However, the consultant will ultimately be responsible for the design and methodology of the baseline survey and in consultation with AKF CI to identify the geographic locations where the survey will be conducted.

In consultation with key contacts below, the evaluation team will determine the methods/approaches to be used in data collection and generation of information. The evaluation team can draw on local resources, specifically AKF CI's M&E team and team of surveyors.

The baseline survey will consist of preparatory activities, fieldwork, and reporting. To measure the progress and impacts of the program, an in-country baseline survey of a representative sample of the population the project areas is required. The content of this survey should reflect the Performance Monitoring Plan (PMP) and Performance Indicators that were developed in the proposal stage of the program.

The preparatory activities will include coordination meetings and correspondence with the monitoring and evaluation team in Côte d'Ivoire as well as field managers. It will also include outcome framework analysis, developing a workplan and survey design. The fieldwork will consist of data collection and meetings with relevant stakeholders. The same survey will be repeated as an endline survey at the conclusion of the program to measure progress and impacts over the project period.

The survey will be based on two methodological approaches (qualitative and quantitative) to provide a more precise data and more detailed analysis. The consultant is to follow a methodological process:

Quantitative Approach

Individual interviews in households/ key-informants (grassroots organization, local people, etc…) are to

be conducted on the basis of a representative sampling from the covered area. Questions shall revolve around the following axis:

- Shocks and WASH and health related risk factors;
- Livelihood strategies (including a gender approach);
- Participation features and perceptions of the communities vis-à-vis community organisations;
- Capacities to manage water resources and food security indices;
- Access to water services, land and governance of resources in general.

Qualitative Approach

The qualitative research will include aspects relating to Disaster Risk Reduction (DRR), management of water infrastructure, capacities to manage associations, exclusion/inaccessibility factors, relationship influence with community-based responses. Some focus groups will be organised on the basis of a purposive sampling. Focus groups shall be chosen on the basis of the following characteristics:

- More resilient community in relation to water;
- Less resilient community in relation to water;
- Organised community (existence of OPA, feminine group, etc…);
- Community without many community structures.

Additionally, a review of relevant documents relating to the project shall be undertaken.

SCOPE OF WORK

The consultant shall carry out the following tasks:

1. Desk review of all relevant materials.
2. Develop survey work plan. This should include a specific outline of the survey and should identify sampling, methodologies and work plan to be used.
3. Design and field test of the survey instrument(s): the consultant will be responsible for the design, translation, field testing, and adjustment of survey instrument(s)/questionnaire(s) for sample survey and/or focus group discussions (FGDs). The consultant will confer with AKF Côte d'Ivoire staff for review/modifications to the instrument(s) before and after field testing.
4. Design sampling strategy, field data collection, entry, and cleaning (including recruiting/training enumerators as necessary.
5. Meet with relevant stakeholders in country before and after the data collection.
6. Data analysis and development of draft and final survey reports.
7. Draft Project Survey Report
8. Final Project Survey Report

DELIVERABLES

1. Work plan;
2. Final instrument for the baseline survey;
3. Documentation on sampling (strategy, methodology, sample size calculations, data analysis plan etc.);
4. Field data collection plan;
5. Electronic files with all raw data;
6. Draft Report;
7. Final Report (with an adjusted outcome framework).

All reports shall be submitted in English and French.

TIMEFRAME

The baseline survey is expected to be completed within 35 days as set out below (details below can be modified but time frame for study should not exceed to 35 days).

Deliverables	Effort (# of Days)	Dates	Due Date
Desk review: This should include a review of all relevant documentation (harmonization and orientation with stakeholders).	**3**		
Survey work plan: This should include a specific outline of the survey and should identify sampling, tools, methodologies and work plan to be used.	**5**		
Training: This should include training of surveyors and pre-testing of tools.	**5**		
Field visit including in-country debriefing and presentation of initial findings.	**15**		
Draft Report: This should include all preliminary analysis and findings outlined as per the requirements. AKF will provide feedback within 5 days of receiving the draft report.	**8**		
Final Report: This should include the final survey including all incorporated recommendations, all supporting tables and graphs, photographs and appendices. The final report should adhere to the reporting guidelines specified by AKF.	**4**		
Total Days	**40**		

LOCATION

Location: Selected villages in the Boundiali, Dianra and Mbengué districts of Northern Côte d'Ivoire.

Areas of Intervention	Sites	Components to be implemented
BOUNDIALI	Tienko Odienné Goulia Baya Ganaoni Siempurgo Boundiali Kasséré Madinani Tengrela Gbon Nifoin	**Component 1** **Component 2** **Component 3** **Component 4**
Dianra	Dianra-Village Sirasso Dianra Boron Kpesso	**Component 1** **Component 3**
	Sarhala	
	Bougou Katiali Katogo	

M'bengue	Korhogo-Koni	**Component 1** **Component 3**
	Niéllé	
	M'bengué	

RESPONSIBILTIES

The Consultant shall have AKF-CI's Country Coordinator as the interface who, in collaboration with the Head of Monitoring and Evaluation, shall mobilise the required resources for the survey (essentially logistics) and will technically monitor the execution of the mission.

The Consultant shall, in collaboration with the AKF CI Country Coordinator and the Head of Monitoring and Evaluation define the methodology, coordinate the data collection and draft the report.

Also, an Ad Hoc Committee made up of representatives from AKF CI, AKF WA and Ivoire Coton shall validate the final report. There shall regular meetings with the Ad Hoc Committee to discuss stages of the mission (methodology and work plan, analysis and reporting plan).

SPECIFIC CONDITIONS

Practical Modalities and Logistics

- AKF CI shall take charge of transportation and accommodation during the mission in Côte d'Ivoire in accordance with the programme that would be validated.

Ownership and Confidentiality

- Documents and information collected during this survey shall remain the responsibility of AKF CI and shall keep them at its own discretion

The Consultant shall avoid communicating information generated and the use of the report with prior written consent from AKF CI.

PROFILE OF THE CONSULTANT

- Master's Degree (at least 4 years of university education, after A-Level) in statistics, demography, rural economics or equivalent field;
- Should already have conducted a minimum of six baseline surveys including on resilience projects
- A thorough knowledge of the national socio-economic environment an particularly that of the Northern part of Côte d'Ivoire;
- Good analytical and synthesis skills;
- A good communicator and a team player;
- Strong ability to draft documents both in French and English;
- Good command of data analysis software such as EPI DATA – CSPRO – SPSS – STATA – SPHINX;
- A good experience in the development or humanitarian sector from the international level will be an added advantage

SELECTION CRITERIA FOR THE CONSULTANT

The application documents of the candidate consultant should include, in addition to his CV, financial and technical proposals indicating the understanding of the ToR and the methodology to be used to achieve the results and the activity planning.

Offers are to be submitted before 29th June 2016 to the following address « Bureau AKDN, sis à Cocody Danga, Rue B26 - Abidjan, Tel: (225) 22 40 01 95/96/97, Fax: (225) 22 44 01 30» electronic version should be sent to: **info.ci@akdn.org**