

TERMS OF REFERENCE

Survey design, data collection, data analysis of resiliency of female micro-entrepreneurs

Perú

RG-T1480

Learning from COVID-19: The Resilience of Female Entrepreneurs

1. Background and Justification

- 1.1. The COVID-19 crisis has had far-reaching health and economic impacts but has also underscored important lessons for policymakers. The reactivation of productivity and employment beyond the formal sector is clearly necessary to establish a solid economic recovery. As economic volatility is a constant challenge for entrepreneurs, the IDB is looking into providing insight into the type of skills and training that are most conducive to navigating disruptive and uncertain economic conditions.
- 1.2. Exploiting a baseline sample of 1905 current and ex-clients of a microfinance program in Peru, Palabra de Mujer (PDM) of the microfinance NGO Financiera Confianza (FC), the IDB will conduct a study to evaluate whether different training curricula enabled women to respond more agilely to the economic crisis. The main outcomes studied will be impact on business practices and earnings, and related behaviors including risk-taking and intertemporal preferences. The research conducted will also evaluate whether the different training curricula mediated the impact of COVID-19 on domestic violence among female poor entrepreneurs.
- 1.3. With the onset of COVID-19, the IDB shifted data collection to non-contact methods including internet and telephone surveys. For vulnerable populations without internet connections, telephone surveys likely produce more representative samples. The pandemic has highlighted that for remote and vulnerable populations, telephone surveys are a critical and cost-effective interviewing methodology until digital inclusion becomes universal.

2. Objectives

- 2.1. The IDB is searching for a firm to design and pilot the phone survey, coordinate the data collection and analyze the results of the impact of training on female micro-entrepreneurs capacity to respond to the COVID-19 economic crisis.

3. Scope of Services

- 3.1. Working in coordination with the IDB in the design and coordination of the telephonic survey.
- 3.2. Carry out a pilot of the survey instrument to measure the resilience of female entrepreneurs.

- 3.3. Incorporate the module on sensitive data on gender-based violence.
- 3.4. Produce required materials to data collection, including manuals and protocols.
- 3.5. Ensure high quality of data collection. This includes: secure connectivity to conduct CATI calls, minimize the non-response rate (attrition), and produce a quality database for data analysis.
- 3.6. Merge phone data with original data collected in 2017.
- 3.7. Analyze the data and produce a final report on the skills that are most conducive for female entrepreneurs to respond to the COVID-19 crisis, focusing on outcomes related to business practices as well as gender-based violence.

4. **Key Activities**

4.1. *Field strategy and work plan*

The firm will work in coordination with the IDB on the field work, including training of enumerators, pilot, data collection, supervision and reports agreed for this consultancy.

4.2. *Logistics and data collection*

The firm will be responsible of organizing and implementing the logistical coordination of all activities related to telephonic data collection, and the supervision of its correct implementation by enumerators. To inform this process, the firm shall design and implement a pilot to test the instrument through a telephonic data collection strategy. The pilot data shall be analyzed and conclusions drawn to inform the study data collection efforts, training and protocols.

4.3. *Field work and data quality control*

The firm, in collaboration with the IDB, will be responsible of the supervision plan and quality control of both the field work and the data. In terms of field work quality control protocols, the firm is expected to:

- a) Prepare and apply strategies to maximize contact and response rates. This shall be done working on the database of 1905 clients and ex-clients of the program Palabra de Mujer de la organización non gubernamental Financiera Confianza (FC) in Pucallpa Peru.
- b) Design and pilot a module to collect sensitive data on domestic violence.

In terms of protocols for data quality control, the firm is expected to:

- c) Coordinate with contract supervisors to conduct a continuous analysis of partial databases, to evaluate performance by team and/or enumerator.
- d) Send the databases weekly to the contract supervisors to allow for a prompt analysis of

the data to diagnose potential field work implementation issues.

- e) Prepare and apply quality control actions in response to concerns raised by the supervisors while analyzing partial databases sent. This shall be done to secure consistency and coherence in the responses.

4.4. Database preparation

The selected firm shall be responsible for the preparation of a database with the data collected from the surveyed 1905 clients and ex-clients. This database, to be delivered in Stata formatting, shall contain:

- a) Information on socioeconomic, labor and education status
- b) Responses given to tests on hard and soft skills.

4.5. Preparation of the data collection final report

The selected firm shall prepare a final report on the data collection efforts, including:

- a) Information on data quality. Including: total observations, total surveys completed, reasons for non-completion, inconsistencies, etc.
- b) Information and justification on no-contact and non-completion and non-responses of observations.
- c) General experience with the data collection process, including: details on date and time of collection; compliance with the work plan; field work team details, number of attempts by number and results, number of supervisors and enumerators, etc.

5. Expected Outcome and Deliverables

- 5.1. Work plan and data collection protocols. This shall include data collection calendar and strategy to minimize non-response.
- 5.2. Pilot report and recommendations.
- 5.3. Weekly updates of the database.
- 5.4. Final database with all data compiled and exported to a Stata file.
- 5.5. Final study of effect of skills on capacity to respond to COVID-19.

6. Schedule of Payments

Payment Schedule	
<i>Deliverable</i>	%
1. <i>Deliverable 1. Work plan and data collection protocols</i>	20%

2. <i>Deliverables 2. Pilot report with recommendations.</i>	20%
3. <i>Deliverables 3 and 4. Weekly updates of the database for supervision, and final database</i>	40%
4. <i>Deliverable 5. Final study</i>	20%
TOTAL	100%

Gender and Diversity Division Sensitive Data Consultant

Background of this search: We work to improve lives in Latin America and the Caribbean. Through financial and technical support for countries working to reduce poverty and inequality, we help improve health and education, and advance infrastructure. Our aim is to achieve development in a sustainable, climate-friendly way. With a history dating back to 1959, today we are the leading source of development financing for Latin America and the Caribbean. We provide loans, grants, and technical assistance; and we conduct extensive research. We maintain a strong commitment to achieving measurable results and the highest standards of increased integrity, transparency, and accountability.

With the onset of COVID-19, the IDB shifted data collection to non-contact methods including internet and telephone surveys. For vulnerable populations without internet connections, telephone surveys likely produce more representative samples. The pandemic has highlighted that for remote and vulnerable populations, telephone surveys are a critical and cost-effective interviewing methodology until digital inclusion becomes universal. But the transition to telephone surveys presents other challenges such as those related to privacy and safety.

This consultancy aims to address this issue of privacy in telephone surveys, particularly with the respect to sensitive information. The objective of the consultancy is to protect the confidentiality of the respondent in a telephone survey while at the same time minimizing attrition. The consultant will assess the different IVR platforms that can be seamlessly integrated into the call initiated by the interviewer, such that the sensitive questions are implemented through a pre-recorded automated system that protects anonymity of responses.

The team's mission: The Social Sector (SCL) is a multidisciplinary team convinced that investing in people is the way to improve lives and overcome the development challenges in Latin America and the Caribbean. Jointly with the countries in the region, the Social Sector formulates public policy solutions to reduce poverty and improve the delivery of education, labor, social protection, and health services. The objective is to advance a more productive region, with equal opportunities for men and women, and greater inclusion of the most vulnerable groups, including migrants.

The Gender and Diversity Division's mission is to promote: (a) gender equality and empowerment, (b) development with identity of indigenous peoples, and (c) the inclusion of African descendants, persons with disabilities, and LGBTQ+ individuals. It supports Bank operations, provides policy and strategic guidance, and carries out technical assistance and training.

What you'll do:

The selected consultant will perform the following activities. All code and accompanying interfaces and instructions should be in Spanish:

- Coordinate with research team and survey firm to define work plan.

- Identify CATI platform for integrating sensitive questions
- Integrate with CATI module of mobile phone survey being deployed in Peru such that one data file is created for each interview.
- Pilot instrument with survey firm in Peru and make adjustments based on pilot.
- Provide final instrument.

Deliverables and Payments timeline:

1. Sensitive data module integrated effectively within the pilot.
2. Final instrument delivered within timeline agreed with research team and survey firm.

Payment terms will be based on project milestones or deliverables:

1. First Lump Sum: 20% upon signature of contract.
2. Second Lump Sum: 50% upon submission of deliverable 1
3. Third Lump Sum: 30% upon submission of deliverable 2.

What you'll need:

Citizenship: You are a citizen of one of our 48-member countries.

Consanguinity: You have no family members (up to fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB Group.

Education: Degree in computer programming, or related field. Masters preferred.

Experience: A minimum of two years of experience in programming.

Languages: Proficiency in English and Spanish.

Core and Technical Competencies:

- outstanding programming skills
- experience with deep learning and/or machine learning

Opportunity Summary:

- Type of contract and modality: Product and External Services Consultant
- Length of contract: 30 days over the course of 2 months
- Location: External, no travel required.
- Responsible person: Principal Economist (SCL/GDI)
- Requirements: You must be a citizen of one of the IDB's 48 member countries and have no family members currently working at the IDB Group.

Our culture: Our people are committed and passionate about improving lives in Latin-America and the Caribbean, and they get to do what they love in a diverse, collaborative and stimulating work environment. We are the first Latin American and Caribbean development institution to be awarded the EDGE certification, recognizing our strong commitment to gender equality. As an employee you can be part of internal resource groups that connect our diverse community around common interests.

Because we are committed to providing equal opportunities in employment, we embrace diversity based on gender, age, education, national origin, ethnic origin, race, disability, sexual orientation, and religion. We encourage women, Afro-descendants and persons of indigenous origins to apply.

About us: At the IDB, we're committed to improving lives. Since 1959, we've been a leading source of long-term financing for economic, social, and institutional development in Latin America and the Caribbean. We do more than lending though. We partner with our 48-member countries to provide Latin America and the Caribbean with cutting-edge research about relevant development issues, policy advice to inform their decisions, and technical assistance to improve on the planning and execution of projects. For this, we need people who not only have the right skills, but also are passionate about improving lives.

Our team in Human Resources carefully reviews all applications.