



Questions and clarifications for INUA Project Evaluations TOR

Question 1. What is the desired sample size?

Clarification 1. Firms are welcome to calculate and suggest an appropriate sample size in their proposal, which may be further discussed, negotiated, and agreed at the contracting stage. In general, for each country (Kenya and Tanzania) Hand in Hand International recommends calculating sample sizes at a 95% confidence level, 5% margin of error, stratified by gender (80% women / 20% men) and geography.

Question 2. What are the required data collection methods?

Clarification 2. The primary data collection method shall be a sample survey of respondents, preferably conducted in-person and using CAPI software, such as Kobo Toolbox. The successful firm will be provided a copy of Hand in Hand's standard survey questions and modules. It is anticipated that there will be little need for further adaptation and modification of the survey tool.

Additionally, the successful firm will be expected to conduct qualitative data collection as appropriate, generally consisting of focus group discussions with project participants and key informant interviews with project staff, implementing partners, and other key stakeholders. The successful firm shall design, in collaboration with Hand in Hand, the qualitative data collection tools.

Question 3. What are the project indicators or metrics to be evaluated?

Clarification 3. Indicators to be evaluated at the outcome and impact level consist of the following:

- % of members with savings
- Average amount saved per member
- % of members keeping business records
- % of members accessing credit for their business (by source)
- Average amount borrowed
- % of members who belong to a community-based organisation (CBO)
- % of CBO members selling products or buying inputs through their CBO
- % increase in members' average monthly net enterprise income
- Enterprises survival rate (%)
- % of members with daily net enterprise income above \$2.15 / \$3.65 (PPP)
- % of members who are financially resilient
- % of women members who participate in household decision-making
- % of women members who participate in economic decision-making
- % of members reporting quality-of-life improvements
- % of members satisfied with the Hand in Hand program

It is anticipated that all indicators will be collected through sample survey, and triangulated with qualitative data. The successful candidate will be provided with a



copy of project MEL plan, detailing the indicator definition as well as the collection, analysis, and construction methods for each indicator.

Additionally, the successful firm will be expected to collaborate with implementing staff at Hand in Hand Eastern Africa, with support from Hand in Hand International, to assess project records which inform output-level indicators.

Project indicators are subject to change due to project or funder requirements, however every effort will be made to consult with the successful firm on any changes.

Question 4. What are the anticipated data analysis methods?

Clarification 4. Firms are welcome to suggest appropriate data analysis techniques based on the project requirements and their relevant experience. In general, Hand in Hand recommends descriptive statistics for quantitative data collected via survey and thematic coding for qualitative data collected via survey, focus groups, and interviews. Firms may propose alternative analysis methods, which may be further discussed, negotiated, and agreed at the contracting stage. In any case, the analysis methods must be appropriate for the designated indicators, align with the project MEL plan, and represent value for money.

Question 5. What is the budget envelope for this consultancy?

Clarification 5. The budget envelope for this consultancy is circa 120,000 US dollars. This takes into account the fact that key components of the evaluation, such as the MEL framework and survey data collection tools, are already in place and should need little adaptation. Given the complexity and multi-country nature of this evaluation proposals exceeding this envelope can be considered, however, please note that value for money is a key component of our scoring matrix.

Question 6. Is a deadline extension for proposals possible?

Clarification 6. An extension has been granted until 27th November 2023, 17:00 GMT.