

World Vision

THRIVE 2030 Project

**Baseline Scope of Work (SOW)
Regional Consultant Firm**

September, 18th 2023

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Introduction to the THRIVE 2030 Project

Although the world has made dramatic gains in ending extreme poverty over the last half century, the impact of poverty on children’s development remains devastating. Millions of people, living every day at or below the poverty line—especially mothers—face many challenges in their quest to provide a better future for their children. Today, more than 750 million people—one in 10 people in the world—live extreme poverty on less than \$2.15 US* a day, and half of these—about 385 million—are children under the age of 13.

While effective economic empowerment initiatives can catalyze people to move out of extreme poverty, shocks to their lives and livelihoods, such as illness, disaster, or conflict can throw them backwards, with severe effects on the most vulnerable. Those living in extreme poverty not only need the tools to move themselves up the economic ladder out of poverty and toward sustained economic well-being, they also need a strong foundation of resilience to remain out of poverty when shocks hit.

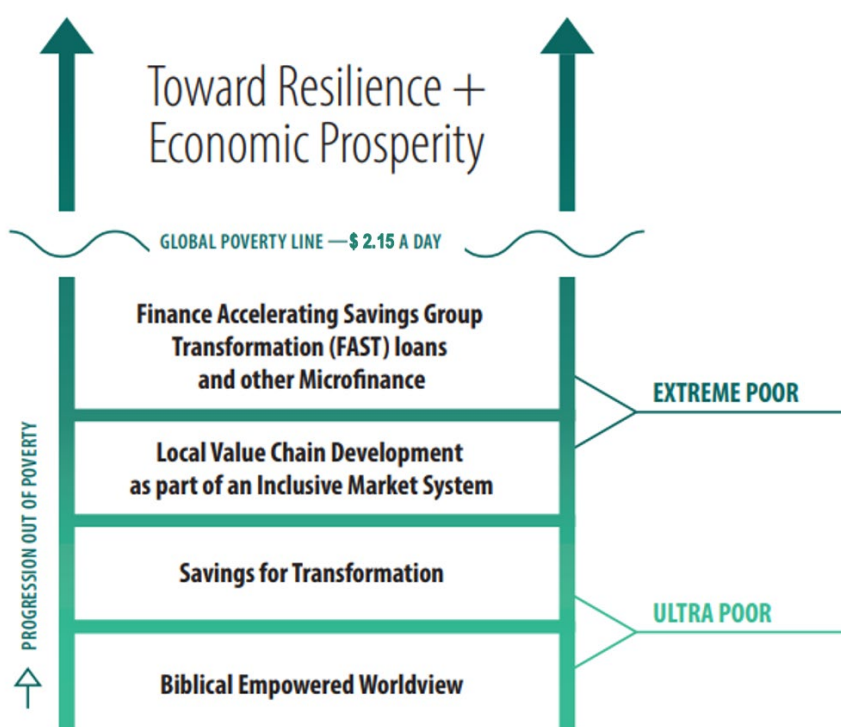
“THRIVE 2030: Building Secure Livelihoods (Transforming Household Resilience in Vulnerable Environments) is World Vision’s eight-year economic empowerment business plan for building improved, resilient, and sustainable livelihoods so parents and caregivers have the tools they need to move themselves out of poverty and provide well for their children.

Over the past six years, World Vision has implemented and tested its propriety THRIVE programming model for building secure livelihoods across 27 programming areas in five countries. Shifting from ad hoc livelihood interventions, the THRIVE approach tested a comprehensive set of practical, sustainable, and sequenced solutions to help farmers overcome the underlying causes of extreme poverty and vulnerability in farming.

Over the next seven years, World Vision will continue working in the original THRIVE countries (Honduras, Malawi, Rwanda, Tanzania, and Zambia) to complete commitments already in progress and to further scale its proven economic empowerment models across additional program areas. This initiative will also extend the most transformative work of THRIVE to at least six additional countries including Guatemala, Kenya, Vietnam, Ghana, Senegal and Uganda.

How we will achieve our vision Driven by the vision to see everyone, everywhere World Vision works, have access to transformational resources they need to move themselves out of poverty, the goal of this Project aims to help communities and households build improved, resilient, and sustainable livelihoods for the well-being of their children. We will work towards achieving this vision by implementing a package of evidence-based interventions focused on mindset change, collective action, financial inclusion, and value-chain development.

Figure 1: The ladder of economic empowerment



The foundations of Biblical Empowered Worldview and Savings for Transformation will support the ultra-poor (living far below the extreme poverty line of \$2.15) to address the underlying causes and vulnerability of poverty and begin their economic empowerment journey. In operating areas where these foundations have been established, opportunities for local value chain development (LVCD) and Finance Accelerating Savings Group Transformation (FAST) loans will catalyze smallholder households to further their economic progression up the economic ladder toward economic prosperity.

In each program area where economic empowerment activities are implemented, a Gender Equality and Social Inclusion (GESI) assessment will be conducted to both identify the marginalized and most vulnerable and support integration of these populations into program design—including women, youth, and people with disabilities.

Investing in these layered interventions with an integrated GESI focus will allow us to scale our economic empowerment to accelerate World Vision's progress in contributing toward the Sustainable Development Goals (SDGs) to which Our Promise and livelihood strategy are aligned with a primary focus on SDG 1: Ending poverty in all its forms everywhere.

Alongside targeted programmatic interventions, a key set of investments in enabling and verifying activities will support critical technology advances, learning, and capacity development, while World Vision's organizational characteristics and commitments to children, faith, community, and partnerships underly the full strategy of the business plan to multiply the impact of our work.

Enabling investments will support program quality, effective operations, and innovation, and provide World Vision technical staff with information and tools to adapt programming faster and more effectively so that we can better reach those living in extreme poverty. An investment in the technological advancement and digitization of VisionFund, for example, will allow World Vision to support greater numbers of people in extreme poverty in rural communities in fragile contexts who have no access to "brick and mortar" financial institutions.

THRIVE in Honduras and Guatemala

a) Honduras Context

THRIVE in Honduras works in 90 municipalities in 12 departments in the Lenca, Central East (*CentroOriente*), and Northwest (*Nor Occidente*) regions. It is a seven-year project with a life-of-project goal of 100,000 households that represents 500,000 participants.

Honduras is a developing country, located in the heart of America and shares borders with Guatemala, El Salvador and Nicaragua. In 2022, according to the UNDP, the moderate evolution in central issues of human development such as income, schooling and life expectancy, along with other variables, has been insufficient to close the inequality and exclusion gaps. Honduras has an HDI of 0.634, being the lowest in the Central American region, which represents 21.7% lower than that of Costa Rica (0.810), the country with the highest HDI in Central America. At the level of the Latin American region, Honduras is 25.5% lower than Chile (0.851), which is the country with the highest HDI value in the entire region.

But also, the gaps are reflected internally in the country. Of the 298 municipalities, 100 (34%) are located at a low HDI level; while there are only five municipalities with the highest HDI: Central District, La Esperanza, San Pedro Sula, Santa Lucía and Roatán. No municipality in the country has a very high HDI ranking.

Another significant issue is the inequity between men and women. Women are more likely than men to be in a situation of low human development, and profound challenges remain linked to their limited political and labor market participation.

Honduran society is submerged in a deepened multidimensional crisis; that is, in conditions of multi-vulnerability; in the social, economic, political and environmental aspects that mainly affects children (45% of the Honduran population and that according to the INE (Household and Multiple Uses Survey) 77% live in conditions of poverty).

The Technical Unit for Food and Nutritional Security (UTSAN) through the Integrated Classification of Food Security in Phases (CIF), analyzed approximately 9.6 million people for the period from December to August in the 18 departments of Honduras, for the period from December 2021 to February 2022, 2.2 million people are in a crisis or emergency condition of acute food insecurity, for the period from March to May 2022 the magnitude of the crisis or emergency condition is projected to increase to 2.4 million people, and for the period from June to August 2022 it will amount to 2.6 million people, coinciding with the period known as "seasonal hunger" (UTSAN, 2022).

The Area Programs and Projects of World Vision Honduras are located in the areas where the problems are focused, the participation of women in Community Structures (Neighborhood Boards, Rural Savings and Credit

Banks - Savings Groups in Honduras, Parents Associations, Water Boards) is very low or almost zero.

The families in the areas of influence participate in the activities of the Evangelical and Catholic Churches, which are predominant in the rural areas where WVH has a presence, creating a close relationship in the Communities through the instances organized by the Churches for their follow-up.

The church enjoys wide credibility and trust among the communities and this has earned it to be an important actor in the processes of advocacy and social transformation, therefore, it is important to understand the level of participation that the church is having in their community to impact the process of social transformation. For this, it becomes essential to know the related definitions of both public and social advocacy, their related concepts, and, on the other hand, the action itself and social projection.

b) Guatemala Context

In Guatemala the program will cover 17 area programs, integrating 19 municipalities, across 9 departments, an intervention with a LOP of 8 years starting October 2022 to September 2030, with a goal of 35,000 households including a 27% threshold for drop-offs, as following table #1.

Table 1: Projected households per municipality – Guatemala

Departament	Municipality	# Households
Huehuetenango	Aguacatán	2525
Huehuetenango	Chiantla	2525
San Marcos	San José Ojetenam	2550
San Marcos	Sibinal	2550
San Marcos	Tejutla	2625
Alta Verapaz	San Cristóbal Verapaz	2800
Alta Verapaz	San Pedro Carchá	2800
Chiquimula	Jocotan	2800
Zacapa	La Unión	1750
Chiquimula	Olopa	1225
Chiquimula	San Juan Ermita	2750
Quetzaltenango	Concepción Chiquirichapa/San Martin Sacatepequez	4250
Sololá	Santa Catarina Ixtahuacan/Guineales	3750
Quetzaltenango	Palestina de los Altos	2850
Totonicapán	San Bartolo Aguascalientes/Momostenango	2850
Chimaltenango	San Pedro Yepocapa	3750
TOTAL		44350

Developing Guatemala is bordered by counties, Mexico to the north and west, Belize, Honduras, and El Salvador to the East and Pacific Ocean in the south.

Guatemala's HDI in 2019 was 0.663, which places the country in the medium human development category and in 127th place out of 189 countries. Between 1990 and 2019, Guatemala's HDI increased from 0.481 to 0.663, an increase of 37.8%. The following table shows Guatemala's progress in each of the HDI indicators. Between 1990 and 2019, life expectancy at birth in Guatemala increased by 12.0 years, average years of schooling increased by 3.5 years, and expected years of schooling increased by 4.3 years. Guatemala's GNI per capita grew by around 56.8% between 1990 and 2019.¹

Guatemala's HDI is higher than the average of countries in the medium human development group (0.631) and is lower than that of Latin American and Caribbean countries (0.766). In Latin America and the Caribbean, Guatemala is compared to Nicaragua and Honduras, whose HDI ranks 128 and 132, respectively.

As neighboring Honduras also a significant issue is the inequity between men and women. Women are more likely than men to be in a situation of low human development, and profound challenges remain linked to their limited political and labor market participation. As reported by Global Entrepreneurship monitor 2,7% women entrepreneurs launch startups within technological area, compared to 4.7% man. Reflecting not only ownership to have assets that help financial access, but also education.²

Poverty in Guatemala is high and deep. In 2000, over half of all Guatemalans lived in poverty. About 16 percent

¹ [FUNDESA - Human Development Index](#)

² [GEM Global Entrepreneurship Monitor \(gemconsortium.org\)](#)

lived in extreme poverty. Available evidence suggests that poverty in Guatemala is higher than in other Central American countries. Although poverty has fallen over the past decade, its trend recently declined due to a series of economic shocks during 2001 and 2002. The drop of poverty incidence since 1990 is slightly slower than what would have been predicted given Guatemala's growth rates, suggesting that growth has not been particularly pro-poor. This pattern arises largely because growth in the rural sectors-where the poor are largely concentrated-has been slower than in other areas. Poverty and vulnerability are mainly chronic whereas only a fifth were transient poor. Likewise, while 64 percent of the population could be considered vulnerable to poverty, the majority of these are vulnerable due to low overall expected consumption rather than high volatility of consumption. The chronic nature of poverty and vulnerability highlights the importance of building the assets of the poor, rather than focusing primarily on the expansion of public safety nets or social insurance. Nonetheless, some public transfers (social assistance) could indeed be desirable to alleviate the poverty and suffering of the extreme poor, particularly when linked to participation in health and education activities. The Peace Accords represented a turning point for Guatemala's development path, paving the way for a transformation to a more prosperous and inclusive nation. Key areas related to economic development and poverty reduction include: a focus on human development, productive and sustainable development, modernization of the democratic state, and strengthening and promoting participation. The rights of the indigenous and women were also highlighted as cross-cutting themes throughout the accords, in an attempt to reverse the historical exclusion of these groups.³

As THRIVE launches in Guatemala, identifying stakeholders and potential partners such as government institutions, and non-government organizations, churches and local authorities is important. And knowing that the intervention rests on the empowerment of a to be build, community volunteer network. It is key to strength relationship with those within coverage areas, included in table 1.

The Area Programs and Projects of World Vision Guatemala are located in the areas where the problems are focused, the participation of women in Community decision making and Structures (Community Boards, Saving Groups, Parents Organization for Education, Water Boards) is very low or almost zero.

As in Honduras in Guatemala church still has credibility and trust among the rural communities and this has earned it to be an important actor in the processes of advocacy and social transformation, therefore, it is important to understand the level of participation that the church is having in their community to impact the process of social transformation.

THRIVE 2030 Baseline

The objective of World Vision's THRIVE 2030 for Honduras and Guatemala Project is to build, in a sustainable manner, safe livelihoods for households in vulnerable situations to shift from dependence to empowerment by integrating systems-level resilience into Empowerment WorldView, Savings for Transformations, Value Chain production and accessing to inclusive financial services through Financial Accelerating for Savings for Transformations. The project participants are small-holder farmers and vulnerable households who live just below and above the national poverty line.

a. Baseline Evaluation: Estimate performance evaluation for THRIVE 2030 prior to the start of the project, following WVUS guidelines. The baseline performance evaluation has the following purpose and specific objectives:

Purpose: Collect data on THRIVE 2030 outcome and impact indicators prior to implementation to establish benchmarks and set attainable and practical targets for each level of desired outcome.

Specific Objectives

1. Establish benchmarks against which changes, and progress will be measured throughout the course of the program, as defined by indicators in **Table 3**.
2. Determine the current income status and net annual income of registered households.
3. Assess the accessibility of cash savings, loans, and formal financial services for registered households.

³ [Poverty in Guatemala \(bancomundial.org\)](http://bancomundial.org)

4. Examine the asset base of registered households to better understand their wealth composition.
5. Assess the registered households' levels of hope for a more promising future.
6. Examine the current market connections and relationships of registered households engaged in project-priority value chains.
7. Assess the viability and potential risks of increasing financial and time investments within existing value chains to enhance the economic status of the registered households.
8. Identify and analyse the implications of household gender dynamics on program activities and goals.

The baseline evaluation is intended to provide a comparison point for monitoring program performance and impact. The key objectives are as follows:

- To understand local situations (partners, similar interventions, challenges, etc.) in relation to the relative importance of the program activities for households, saving members, youth, people with disability and entrepreneurs;
- Analyze positive mindset and self-reliance attributes of selected households, and locally available resources or opportunities;
- Assess beneficiaries' level of hope for a better future
- Assess of current savings for transformation members and groups.
- Assess current farm productivity and profitability of targeted smallholder farmers [of project supported value chains];
- Assess existing market linkages for targeted farmers [of project-supported value chains];
- Assess the asset base of targeted beneficiaries;
- Establish number of hunger months in the selected households to measure food security;
- Assess dietary diversity, food consumption score, Food Insecurity and Access Scale (HFIAS) and household hunger scale for the selected smallholder farmers;
- Establish current household income levels for targeted smallholder farmers;
- Assess the extent to which selected beneficiaries have access to cash savings, loans and formal financial services;
- Establish current financial literacy status;
- What are the implications of household gender dynamics on program activities and goals?

Survey Overview and Methodology

World Vision will partner with a local or Regional firm to implement the THRIVE 2030 baseline assessment and household survey in Honduras and Guatemala. The activity has quantitative and qualitative components.

Sample

The sample size for the **quantitative survey** will be 2,500 households' total, with a share out of 1500 Honduras and 1,000 Guatemala beneficiary households. Based on experiences in other THRIVE contexts applying a similar survey tool, the expected survey strike rate is approximately 4-5 surveys perday per enumerator. Data will be collected using Android devices. The consultant or firm is expected to supply these devices for the survey team, including for field supervisors. The Android devices should have sufficient battery capacity to last 7+ hours in the field, and run basic Android apps obtained from the Google Play store. WV will use Open Data Kit (ODK), using the ODK Collect app or Kobocollect. The evaluation will also take gender and age disaggregation into consideration when choosing participants to sample.

The qualitative sample will be a subset of communities from the quantitative sample. It will be selected via purposive sampling, and is expected to cover 18 locations that represents at least 50% of Area Programs in both field offices. A World Vision US qualitative researcher will coordinate with the consultant or consulting firm on the quality of the qualitative work. Each day the researchers will hold 1-2 focus group discussions (each) and 1-2 key informant interviews (each). In the evening the qualitative team will compare findings and synthesize results.

Note: The process methodology and sample size will be proposed by the consultant and approved by World Vision.

Training

Prior to undertaking the survey, the consultant or firm will provide a five-day training to quantitative enumerators and field supervisors. The purpose of the training is to ensure that everyone involved understands the objectives of the survey, survey protocol and methods, and roles and responsibilities in data collection. The training will involve hands-on practice with the survey instrument, including utilization of Android devices for data collection. The training includes a one-day field test of the survey tool, and a half-day training for supervisors.

The training must include the WV Save guard policy and all enumerators and supervisor will sign the WV Policies and also policy and penal background.

Prior to training the interviewers, the tools will be tested and approved by World Vision, they will be shared with the monitoring and evaluation areas of each country.

Survey Design

The survey will be designed by the consultant or firm based on the indicators of the THRIVE 2030 project, which will be reviewed and approved by the WV team. In addition, is require the implementation of mechanisms to ensure the protection of the identification information of respondents. For the qualitative data collection, specify what techniques will be implement for focus groups and/or key informants interviews (KIIs).

Approach and Methodology:

This will be a onetime evaluation which will be conducted by the same evaluator Guatemala and Honduras. However, WV Honduras and Guatemala may, at its sole discretion, engage the party selected to conduct the baseline in one country to conduct the baseline evaluation in another country. Award of the baseline evaluation is not a guarantee of additional work.

The recruited evaluator will collaborate with WV staff to refine and prioritize evaluation questions, and then develop and document an appropriate approach and methodology for the evaluation that offers relevant answers to the evaluation's objectives and key questions. Since WV Honduras and Guatemala promotes collaborative, participatory mixed-methods, and culturally sensitive evaluation approaches, the methodology will include but not be limited to document reviews; key informant interviews, focus groups, survey questionnaires, expert consultations, case studies, and direct observations. The evaluator will develop and pilot test appropriate field data collection methods and tools, consulting the WV program evaluation guidelines to ensure comparability with other Thrive 2.0 countries that are not conducted by the same evaluator. The evaluator will be responsible for revising the data collection tools based on learning from pilot testing.

The evaluator will review relevant records and data from the Thrive 2.0 program in the two countries.

The evaluation methodology must be approved by WV prior to commencing the data collection phase of the evaluation. The evaluator will liaise closely with relevant WV staff during the development of the evaluation methodology and implementation.

The selected evaluator will implement the following activities:

- a. Undertake a review of relevant documents from global and country reports, national policies and regulations, special studies carried out in addition to reviewing and analyzing program reports, indicators data, and targets.
- b. Develop evaluation design using a mixed methods approach utilizing both quantitative surveys and qualitative techniques e.g., FGD and KII
 - Develop country appropriate sampling method for qualitative and quantitative surveys.
 - Develop and pilot test survey questionnaires, FGD guide and KII interview schedules.
 - Develop analysis strategies for quantitative and qualitative data.
- c. Develop field plan.
 - Data enumerator training
 - Data collection team structure and reporting line
 - Data quality assessment protocol
 - Data collection schedule

- d. Collect and analyze data and prepare report.
 - Train data enumerators on data collection methods, ethics, tools, and their roles
 - Assure data quality, validity, reliability, and integrity.
 - Conduct appropriate analyses.
- e. Prepare evaluation report clearly articulating findings, conclusions, and recommendations.

Data Quality

The consultant or firm will apply the USAID methodology **Data Quality Assessment** to ensure the quality of the data, previous the analysis of the quantitative and qualitative information.

Responsibilities of Survey Consultant or Firm

The survey firm is responsible for the following tasks:

Personnel

- Recruitment and hiring of qualified enumerators for the quantitative survey team. Enumerators will be responsible for conducting household interviews and recording the information per survey protocol. Team members should have relevant education and cultural and linguistic competencies appropriate to the survey population. The team should be gender-balanced. Hiring to be conducted by survey firm and completed no later than November 5 for Guatemala and December 5 for Honduras.
- Provision of the required number of field supervisors. Field supervisors will be responsible for managing daily logistics, including but not limited to data file transfer procedures.
- The CVs/resumes of candidates for enumerators, supervisors and data analysis to be submitted to WV. WV will approve the final selection. Hiring to be conducted by consultant or firm.
- Provision of Android devices for each household team member (enumerators and supervisors), including charging equipment and power banks (if electricity for charging is expected to be problematic).

Translation

- Translation (Spanish to English) of survey instrument and training materials.

Training

- Identify and hire training venue.
- Food/beverage for meals and breaks during training.
- If needed: arrange accommodation² and transport for enumerators to participate in training.
- Participate in training.

Fieldwork: Logistics

- Information and consultation with WV regarding security context of areas to be visited.
- Arrange accommodations for quantitative survey team and qualitative team.
- Arrange transport for quantitative survey and qualitative team.

Fieldwork: Data Collection

- Administer survey.
- Oversee and supervise data collection.
- Manage data files for synchronization and backup.
- Transfer dataset to WV remotely at the end of data collection each day (ideal) or every three days (minimum standard). Mobile hotspots may be required if phones/tablets don't have sufficient connectivity.
- Address questions, as needed, pertaining to data collected.

Data Analysis

The consultant will need to develop a data analysis plan along with data collection tools. Each country's data

collection team will need to present the raw data to the consultant, who will then perform the analysis and develop the baseline report.

Materials

- Procure materials needed for training and fieldwork, including pens, markers, flipcharts, notebooks, Power point projector/screen, access to electricity, and access to internet.

Responsibilities for the WV Honduras and WV Guatemala as well.

The Honduras and Guatemala teams have the responsibilities of monitoring and supporting the baseline process at all times. - Approval of work plan - Testing of the tools - Accompaniment to the data collection process - Respond to any query or need from the consultant

Deliverables and Payment

Deliverables

Deliverable No.1: Approved Work plan, **Draft inception report** (evaluation methodological design, data collection tools and the catalog of variables corresponding to the quantitative database). In addition the consultant or firm will deliver to World Vision the safeguard child protection WV policy signed, police and judicial of each enumerator and supervisor.

Deliverable No.2: Delivered of the qualitative and quantitative processing database, draft version report that includes the approved tools and the progress report on full field data collection, (100%), databases, transcriptions, recordings and all relevant material related to the qualitative and quantitative data collection process are required, including photographs of: Enumerators training, survey validation, data collection qualitative and quantitative.

Deliverable No.3: Completed of a workshop to present the results and delivery of the final report with the corresponding analysis in the format indicated in SoW.

Payments

Payment is contingent on the satisfactory fulfilment of all responsibilities detailed in the previous section and connected to the following main deliverables:

- Hiring of enumerator team (incl. identified supervisors) and qualitative consultant and hiring of vehicles
- Completion of training
- Completion of fieldwork
- Satisfactorily addressing questions pertaining to data collection and fieldwork.

First Payment: Deliverable No. 1 represents 30%

Second Payment: Deliverable No. 2 represent 30%

Third and last payment: Deliverable No.3 represent 40%

The consultant must submit to the purchasing unit, a performance bond for 15% of the total value of the consultancy.

Preliminary Timeline

Preliminary Timeline WV Guatemala

Table 1 outlines a preliminary timeline for all key project activities. Please note that **Section II** is the most relevant to the consultant or firm. The timeline excludes any preparatory activities of the consultant or firm.

Table 1: Proposed deliverables and activity timeline

Proposed Baseline Assessment Activities	Projected Date of Completion*	Responsible
I. Inception Phase (Baseline)		
Final LOE, budget, and timeline (exclusive of data collection costs)		
Draft inception report	October 30 th	Consultant
Final inception report	November 03	Consultant
II. Fieldwork Activities (Baseline)		
In-brief meeting	November 06	Consultant + WV
Quantitative training	Nov 7 th to 11 th	Consultant + WV
Household survey activities	Nov 13 th to 30 th	Consultant
Qualitative research activities	Nov 13 th to 30 th	Consultant
Out-brief meeting	Dec 05 th	Consultant + WV
III. Analysis and Reporting (Baseline)		
Qualitative and quantitative analysis	Dec 05 to Jan 10 th	WV
Preliminary tables (project logframe indicators)	Dec 05 to Jan 10 th	WV
Draft report (max 40 pages + annexes)	January 15 th 2024	Consultant
Final report (max 40 pages + annexes)	January 31 th 2024	Consultant

*Proposed dates are tentative; changes may occur in agreement with World Vision

Preliminary Timeline WV Honduras

Table 2 outlines a preliminary timeline for all key project activities. Please note that **Section II** is the most relevant to the consultant or firm. The timeline excludes any preparatory activities of the consultant or firm.

Table 2: Proposed deliverables and activity timeline

Proposed Baseline Assessment Activities	Projected Date of Completion*	Responsible
I. Inception Phase (Baseline)		
Final LOE, budget, and timeline (exclusive of data collection costs)		
Draft inception report	November 30 th	Consultant

Final inception report	December 04	Consultant
II. Fieldwork Activities (Baseline)		
In-brief meeting	December 05, 2023	Consultant + WV
Quantitative training	Jan 02 th to 5 th 2024	Consultant + WV
Household survey activities	Jan 08 th to 26 th	Consultant
Qualitative research activities	Jan 08 th to 26 th	Consultant
Out-brief meeting	Jan 30 th	Consultant + WV
III. Analysis and Reporting (Baseline)		
Qualitative and quantitative analysis	Feb 01 to Feb 10 th	WV
Preliminary tables (project logframe indicators)	Feb 01 to Feb 10 th	WV
Draft report (max 40 pages + annexes)	Feb 15 th 2024	Consultant
Final report (max 40 pages + annexes)	Feb 29 th 2024	Consultant

*Proposed dates are tentative; changes may occur in agreement with World Vision

Required Skills and Experience

Survey Firm Requirements:

- Extensive experience conducting evaluations specifically programmatic mixed methods in Latin America
- Prior experience conducting digitalized surveys using Smart phones, tablets or mobile phones.
- The ability to identify and hire field staff who meet all the qualifications listed below.
- At least 3 baseline process for development project with gender approach.
- Count with a Team with specialist in data analysis and interpretation.
- Knowledge of Honduras and Guatemala contexts.
- High professional standards to ensure complete honesty and integrity during all aspects of data collection, data recording, and data file management. It is essential to respect the dignity and confidentiality of persons interviewed.
- Cultural and linguistic competencies appropriate to the survey population.
- Basic technical skills (e.g., computer use, Smartphone/mobile phone) for enumerators; intermediate technical skills for field supervisors.
- Relevant education, e.g., in social science disciplines.
- Experience applying qualitative and quantitative methods, especially structured and semi-structured inquiry, focusgroups, key informant interviews
- Work experience in rural areas of Honduras and Guatemala.
- Work experience with NGOs a plus.

Proposal Requirements

Submit the following legal documentation, as appropriate:

In the case of an **individual person**:

- a) Simple photocopy or scan of both sides of the identification document (DPI or passport).
- b) Profession or trade of the person with whom World Vision will sign the contract.
- c) Simple photocopy of the updated RTU (the economic activity that the World Vision counterpart has registered

in SAT must be consistent with the activities that it will carry out within the framework of the legal business that it intends to celebrate with World Vision, otherwise the Organization will withhold of 10%).

- d) Address to receive notifications.
- e) Lack of current criminal record
- f) Lack of current police record
- g) Current RENAS certificate

If the party to be contracted is an individual person who owns a **consultant firm**, he must present:

- a) Simple photocopy or scan of both sides of the identification document (DPI or passport) of the sole owner or of all co-owners who appear on their own behalf. (In case the sole owner or one or more co-owners do not act in their own name, but through a legal representative, it is necessary to accompany the identification document of said representative).
- b) Profession or trade of the owner of the company or legal representative.
- c) Simple photocopy of the company trade license.
- d) If the person appearing is a proxy, attach a copy of the testimony of the mandate with the reason for registration in the Registry of Powers of the General Archive of Protocols and the Mercantile Registry.
- e) Simple photocopy of the updated RTU of the owner of the company (the economic activity that the World Vision counterpart has registered in SAT must be consistent with the activities that it will carry out within the framework of the legal business that it intends to celebrate with World Vision, otherwise the Organization will make a withholding of 10%).
- F) Address to receive notifications.
- g) Lack of current criminal record

Exclusive acquisitions section

- The consultant must send his technical and economic proposal according to the terms described above no later than Monday, **October 16th, 2023**, at **5:00 pm**, which must be addressed to the email : rolando_caceres@wvi.org, lizet_barrrios@wvi.org and kristian_mendoza@wvi.org; Said proposal must be legible and in a single document, with the following contents:

Detailed technical proposal

Itemized financial proposal in USD\$

Life story and experience of the consultant or firm and work team

Copy of certificates, contracts and/or settlements as means of verification of the work carried out.

Clarifications to these terms of reference no later than **October 13th, 2023**, which must be addressed in writing to the email: rolando_caceres@wvi.org, elmer_villeda@wvi.org and kristian_mendoza@wvi.org which will be attended with the purpose of resolving as soon as possible or in If necessary, they will refer to the expert area and the requesting area.

World Vision's procurement policy and procedures, a committee will be formed for the selection and adjudication of the consultancy, service, work, which will be made up of representatives of Fundación Visión Mundial Guatemala (FVMG) and World Vision Honduras (WVH). The selection and award committee may require background information where appropriate to have an objective evaluation, especially in cases of consultants who have previously been hired by (FVMG and WVH).