

Request for Proposals

Daring to Shift -Needs Assessment, Baseline Study, & Gender Analysis

1. Statement of Purpose

Digital Opportunity Trust (DOT) is undertaking a two-phased approach to completing a multi-country needs assessment (NA), gender analysis (GA) and baseline study (BL) for our Daring to Shift (D2S) project, an initiative funded by Global Affairs Canada. We are seeking consultants to deliver **Phase 2** of this process which will involve data collection, data analysis and reporting on these key processes (note that Phase 1 consisted of conceptual planning and data collection tool development).

Given the above, the specific, **Phase 2** objectives of this assignment are to:

- A. Develop contextually relevant data collection and analysis methodologies of these measurement activities (NA, GA and BL) in the 9 project contexts in which DOT will be operating and expanding (Ghana, Jordan, Kenya, Lebanon, Malawi, Rwanda, Tanzania, Uganda, Zambia).
- B. Produce a comprehensive analysis of the gender context within our program implementation countries, pull together baseline values that identify where program participants sit in comparison to the programs goals for beneficiary outcomes, and provide a needs assessment that will enable us to answer critical questions about the needs of our program respondents, through formal reporting in program themes.
- C. Train and supervise young researchers in DOT'S operating countries throughout data collection processes.

2. Organizational Background:

DOT is a leading international organization that is headquartered in Ottawa, Canada and was established in 2002. Through its programs, DOT enables economically marginalized individuals to access and apply information and communication technologies (ICT) to create educational, economic and entrepreneurial opportunities for themselves. The organization's vision is to make pathways to these opportunities available particularly to young people and women, as a strategy to eradicate poverty, vulnerability and gender inequality. DOT is differentiated by its unique youth-to-youth model, its use of technology as an enabler to achieve economic and social goals, its record of engagement with the private sector, and its commitment to localization. Globally, DOT has trained over 5,000

young leaders who have in turn reached nearly one million young people and community members. DOT is currently operating in seven countries in Sub-Saharan Africa, the Middle East, and North America.

3. Background Information

D2S Project Background

Daring to Shift will enhance resilience and economic inclusion among participating unemployed and underemployed youth (aged 18 to 35) and their communities in the Sub-Saharan Africa and Middle East regions. Over the course of four years, it will develop and support the leadership and decision-making power of young women to enable them to thrive despite the barriers that they face to take advantage of economic opportunities. The project will take an innovative approach to scaling-up youth empowerment, leadership, and social entrepreneurship. The main programming will be in Rwanda, Kenya, Tanzania, Jordan, and Lebanon, while also deepening and extending programming in Uganda, Malawi, Zambia, and Ghana with support from a youth-led digital innovation team in South Africa.

Among other initiatives, the project will offer training programs, access to peer networks, and linkages to partner opportunities that will strengthen the leadership, social innovation, entrepreneurship, and enhance the digital inclusion of nearly 45,000 young women and men, encouraging the testing of new solutions to old problems. Daring to Shift will also build the capacity of participating organizations and institutions to design, develop, implement, and monitor gender-sensitive strategies that will enhance enabling environments for young women's leadership and economic inclusion. Finally, the project will scale gender-sensitive youth-led leadership and economic empowerment programming by providing training, coaching, as well as access to technical and financial support to Youth Champions. These Youth Champions are young women and men driving community change through their own community-based non-profit initiatives that provide economic empowerment, digital inclusion, and leadership training and coaching for their fellow youth.

Gender Equality

Gender equality is a core DOT value and gender is mainstreamed throughout Daring to Shift's management and activities – including in planning, design, recruitment, implementation, and monitoring and evaluation to ensure both gender equity and women's empowerment. The project combines a focus on gender equality with development innovation and youth empowerment. It seeks to address the root causes of gender inequality, disrupt gender norms, shift mindsets, and build a movement to

advance digital inclusion as a foundation for equitable economic empowerment.

COVID-19 Context

As part of the participatory approach to D2S, DOT had intended to implement a series of co-design labs in each project country from April to July 2020, engaging young women and men in the development, testing, and iteration of programmatic strategies. This would have coincided with the project baseline study and gender analysis, and culminated in a final meeting bringing together DOT local partners and youth to finalize the Project Implementation Plan in August 2020. However, due to the COVID-19 global pandemic, and the subsequent pausing of international travel and in-person gatherings, DOT had to postpone needs assessment work, the baseline study, and the gender analysis.

Given ongoing COVID 19 operating conditions, all of the conceptual planning work will take place remotely using virtual methods.

4. Scope of Work

The focus of this request for consultancy support is to complete deliverables for **Phase 2**. This consultancy is designed to lead quantitative and qualitative data collection and analysis for the Needs Assessment (NA), Baseline Assessment (BA) and Gender Analysis (GA) in all the D2S program countries. The consultants will not be required to develop any tools for data collection as they have already been developed through a separate consultancy. However, the consultants are expected to develop methodologies for any secondary literature review that would have to be undertaken for the three different types of assessments. The consultants will have to develop appropriate analysis frameworks for the quantitative and qualitative data and develop the final reports. Proposals with the most efficient and safe methodology for data collection (online, face- to-face, over phone, etc. or a suitable combination) given the COVID-19 context in the programming countries, will receive higher scoring during assessment.

	Needs Assessment	Baseline	Gender Analysis
Objective(s)	Develop contextually relevant data collection and analysis methodologies that will enable DOT to assess the capacity	Develop contextually relevant data collection and analysis methodologies that will enable DOT to gather data against	Develop contextually relevant data collection and analysis methodologies that enable DOT to

	needs and opportunities of project participants in each D2S program country.	which to measure progress against defined indicators in each of our D2S program countries.	gather insights about the gender context of each D2S program countries, in order to inform a D2S Gender Strategy
Location(s)	Rwanda - Needs Assessment required for World Bank project All other core and expansion D2S countries - DOT will identify priorities for NA.	All D2S Countries	All D2S Countries
Methodology	Quantitative -Secondary research -Virtual Survey	Mixed Methods -Secondary research -Virtual Surveys, -Individual Interviews, -FGDs	Qualitative -Secondary research -Individual Interviews -FGDs -Policy Review
Deliverables	Needs Assessment Rwanda: -Needs Assessment Report for WB project D2S Core/Expansion Countries: -Country-based reports	Baseline Analysis Inception Report Baseline briefs (9) -Lean data -Focus on results and PMF values -Highlight key qualitative insights Validation workshop -M&E Officers	Gender Analysis Produce country specific slide decks with contextual information on Gender Analysis Gender Analysis Network Report: -To inform D2S gender strategy

Proposed Sample Size For Data Collection

*These are estimates and subject to revision within small margins.

Country	DOT expected Direct reach	Sample Size (at 95% confidence interval and 5% margin of error)
Lebanon	2710	337
Jordan	5543	360
Kenya	12692	373
Tanzania	10207	371
Rwanda	7695	366
Expansion Countries (Total across Ghana, Malawi, Uganda, Zambia)	7745	366
Total	46592	2173

Proposed Milestones and Timelines

Milestone	Kick-Off Meeting	Mid- June (week of June 14)
Milestone	Orientation and Planning <ul style="list-style-type: none"> • Document review • Tool Review 	Mid- June (week of June 14)
Milestone	Inception Report +Including literature review and proposed methodology/framework for analysis/ measurement of D2S	Mid of June (week of June 14)
Milestone	Data Collection Management	Mid of July (week

		of July 5)
Milestone	Gender Analysis Final Report +Analysis for D2S Core & Expansion Countries	Mid of July (week of July 12)
Milestone	Validation workshop	Mid of July (week of July 19)
Milestone	D2S Needs Assessment + Baseline Final Report +Data Analysis from Baseline, create thematic slide deck for NA/BL for each D2S core country	Beginning of August (week of August 2)

Team Allocation

- DOT has identified the need to have in-country support for data collection frameworks/tools and analysis that draws on the expertise of staff, local networks in the social innovation ecosystem, and embeds the youth perspective into the design and implementation of the research activities.

Project Management/Logistics:

DOT HQ will be responsible for supporting the consultants with:

- Conceptual planning around data analysis, Identifying and mapping stakeholders/partners in relevant regions, introduction to relevant stakeholders taking part in research
- The designing of the NA, Baseline, and Gender Analysis and Reporting, as well as providing input on validations

The consultant will be responsible for:

- Data collection, including, but not limited to:
 - Data collection tool refinement and testing
 - Researcher/Assessor/Enumerator training and supervision
 - Completion of remote (and in-person, where applicable) data collection
- Data management
 - Ensuring appropriate data storage
 - Conducting data quality checks and validations
 - Producing Data Analysis
- Reporting
 - Completion of an Inception report, Needs Assessment report, Gender Analysis report, and Baseline report

Implementation Timeline

TASK (month/date) for 2021	6/7	6/14	6/21	6/28	7/5	7/12	7/19	7/26	8/2	8/9
Kick-off meeting	▶									
Fortnightly meetings with DOT team + Consultancy										
Orientation and Planning <ul style="list-style-type: none"> • Document review • Tool Review 										
Inception Report +Including literature review and proposed methodology/framework for analysis/ measurement of D2S		▶								
Data Collection Management					▶					
Needs Assessment + Gender + Baseline Data Analysis										
Report Writing and Review Gender Analysis Draft Report +Country specific slide decks & Analysis of D2S Core & Expansion Countries										
Gender Analysis Final Report +Country specific slide decks & Analysis for D2S Core & Expansion Countries						▶				
D2S Needs Assessment + Baseline Draft Report										
Validation workshop							▶			
D2S Needs Assessment + Baseline Final Report +Analyzed Data from Baseline, create thematic slide deck for NA/BL for each D2S core country									▶	
Wrap up Meeting										▶

Assumptions

1. Only 3 literature/documents per country
2. Almost all data collection is desk-based and undertaken remotely (i.e. no travel)
3. One round of review only
4. Translation of data collection tools to be provided by DOT Country Teams

If you are interested in this opportunity, please submit a proposal to Emily Kere, Director of Impact Measurement and Evaluation at Digital Opportunity Trust: ekere@dotrust.org.

Applications are expected no later than **June 13, 2021 11:50 ET** and will be reviewed on a rolling basis and early applications are encouraged.