

TERMS OF REFERENCE

Phone Survey Situation of Belizean and Migrant Students in the Wake of the COVID-19 Pandemic

Belize

Support for the Execution of Education Quality Improvement Program II (EQIP II)

[Web link to approved document]

1. Background and Justification

In October 2020, the investment loan BL-L1030 was modified by the Inter-American Development Bank's (IDB) Board of Executive Directors to improve the quality of education in primary and secondary schools experiencing learning challenges as a result of the schools' closure due to the COVID-19 pandemic and the high presence of diverse and multicultural environments in migrant recipient communities.

The TC will support the Ministry of Education Science Culture and Technology (MoESCT) in Belize in the implementation of EQIP II, including technical support to the Ministry of Education to ensure the evaluation of EQIP II. In the area of evaluation, funds from the TC will complement work from BL-T1116 that have been used to study teachers in Belize and design the detailed impact evaluation of EQIP II. Specifically, the additional resources will be used to collect data and analyze the situation of Belize's children and youth in the wake of the COVID-19 pandemic and related school closures and social distancing measures.

Against this background, the IDB is looking to contract a consultancy firm to assist with the data collection and analysis of the situation of students in the era of the COVID-19 pandemic.

2. Objectives

The consultancy should encompass: (i) collection of baseline data for EQIP II in secondary schools throughout the country; and (ii) draw on data from the Belize Education Management Information System (BEMIS), including data on student achievement and profiles.

3. Key Activities

The consulting firm will carry out the following activities:

- a. **Work Plan.** Create a Work Plan of the consultancy. The Plan must include the elaboration and validation stages of the survey and list the required elements for the different parts of the project.
- b. **IDB Policy on Data Privacy.** The firm will process data and follow the [IDB Policy on Data Privacy](#).
- c. **IRB.** The approval of a certified Institutional Review Board (IRB) for Human subject research.
- d. **Design of Survey instrument.** Design and/or validate test instruments, including but not limited to parent attitudes and beliefs; cognitive achievement; mental wellbeing; migratory status; and socioeconomic characteristics. The instrument should be designed to answer questions such: How are students and their families experiencing the disruptions of the pandemic? How are the

school closures impacting students learning? What are specific opportunities for improvement in the remote learning support provided at the secondary and technical levels? How is COVID-19 and related social distancing measures shaping students' perceptions about the future? How is the mental wellbeing of students? To help answer the above research questions, the consultant will draw on data from the Belize Education Management Information System (BEMIS), including data on student profiles. The consultant will also draw on data from the national learning tests PSE and BJAT from 2019 (the 2020 tests were cancelled).

- e. **Longitudinal data.** To lay the basis for a possible longitudinal study in the future, the firm has to collect the following data: (i) names of all individuals must be recorded in separate columns for each name with up to 4 names per individual (if applicable) and with separate columns for surnames (name1, name2, Appellido1 and Appellido2); and (ii) Phone numbers, social media contact (usernames and Facebook, Twitter and Skype).
- f. **Data Collection.** Recruit and train enumerators for data collection, entry, and coding of responses for data collectors. Collect survey data on the situation of some 3,000 children and youth in times of COVID-19.
- g. **Coordination.** The firm must work closely with the IDB and the MoESCT in the implementation of pilot as well as the survey. Continuously meet to discuss the progress of the consultancy.
- h. **Records.** Maintain and provide a Fieldwork Diary in order to register incidents, logistical, transportation and any other data collection and entry related issues. Data should be entered into STATA and include a codebook.

4. Expected Outcome and Deliverables

The firm will deliver to the IDB, the following products:

1. Workplan (2 weeks after the signing of the contract);
2. IRB for data collection;
3. Regional Survey and database about education in times of COVID-19;
4. A final report with a data analysis.

5. Project Schedule and Milestones

The firm will present, for the Bank's analysis and approval, monthly progress reports, as well as the following documentation:

- First report: Workplan
- Second report: Survey instruments
- Third report: Progress report;
- Fourth report: Final evaluation report and all the data base (well described and organized)

6. Reporting Requirements

Reports must be submitted in electronic files. The databases should be submitted in Excel or STATA and must include code books.

7. Acceptance Criteria

Acceptance of consultancy products will be based on international practices for human subject research, and experimental evaluations.

8. Supervision and Reporting

The consultancy firm will report to Emma Naslund-Hadley (emman@iadb.org), including bimonthly meetings with the MoESCT and the IDB during the implementation phase.

9. Schedule of Payments

Payment terms will be based on project milestones or deliverables. The Bank does not expect to make advance payments under consulting contracts unless a significant amount of travel is required. The Bank wishes to receive the most competitive cost proposal for the services described herein.

The IDB Official Exchange Rate indicated in the RFP will be applied for necessary conversions of local currency payments.

Payment Schedule	
<i>Deliverable</i>	%
1. Against the approval of the Workplan (First report)	20%
2. Against the approval of the survey instruments	30%
3. Against the approval of the progress report	20%
4. Against the receipt and approval of the final report, including corresponding database (Fourth report)	30%
TOTAL	100%

10. Characteristics of the Consultancy Firm

- Category and Modality of the Consultancy: Firm
- Duration of the contract: From the signing of the contract, for a period of 12 months
- Workplace (s): Belize and country of firm
- IDB Division Leaders or Coordinator: Emma Näslund-Hadley

HRD Terms of Reference

Job Title:

[Education Division](#) Economics PEC Consultant for the Support for the Execution of EQIP II (BL-T1130)

Background of this search:

The objective of the consultancy is to provide the Education Division analytical support for a survey in Belize.

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, work, 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.

The IDB Group helps Latin American and Caribbean countries promote skills development and lifelong learning as a strategy to ensure that citizens can contribute productively to society, improve their well-being, and be good citizens. To this end, it works with the countries of the region in [five lines of action](#):

1. ensure that people have equitable access to relevant, high-quality learning opportunities throughout their lives;
2. strengthen quality and relevance assurance mechanisms;
3. consolidate and develop better financing and co-financing mechanisms to improve the efficiency, effectiveness, and coverage of skills development opportunities;
4. take advantage of the use of technology to increase equity and access to skills development opportunities and improve the efficiency of skills development systems; and
5. actively promote the generation and use of evidence to inform decisions about skills development.

What you'll do:

- Assist in database management of experimental results, using STATA to merge and clean large datasets.
- Conduct statistical analysis of evaluation sample diagnostics and post-treatment characteristics, including checking for experimental group balance, attrition, regression assumptions and experimental effects.
- Conduct a literature review of studies and theories to contextualize the relevance of the study.
- Write analytical report of implementation and treatment results, incorporating quantitative and qualitative results to clarify the use and effect of treatment.

DELIVERABLES AND PAYMENTS TIMELINE:

The consultant will produce three deliverables:

1. Report of the statistical analysis of the survey data;
2. Literature review;
3. Analytical report.

Timeline:

Deliverable	Time	Payment
Report of the statistical analysis of the survey data;	End of Month 2	30%
Literature review	End of Month 4	30%
Analytical report	End of month 6	40%

What you'll need:

Citizenship: You are a citizen of one of our 48-member countries. We may offer assistance with relocation and visa applications for you and your eligible dependents.

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: Master's degree or equivalent, PhD preferred, in economics, education, or similar field.

Experience: A minimum of five (5) years of relevant professional experience or the equivalent combination of education and experience

Languages: Fluent in **English**

Core and Technical Competencies: STATA

Opportunity Summary:

Type of contract: Product External Consultancy, Lum Sum

Length of contract: 25 days over a period of 6 months

Starting date: 15-Sept-2022

Location: External

Responsible person: Emma Naslund-Hadley

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.

Travel: No

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 all diversity and encourage women, LGBTQ+, persons with disabilities, afro-descendants, and indigenous people 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.