

**Terms of Reference (ToR)**  
**For Conducting Endline Assessment for the ‘Nurturing Early Literacy Project’**

**About the Centre for microFinance (CmF):**

Centre for microFinance (CmF), Jaipur ([www.cmfraj.org](http://www.cmfraj.org)) is a resource organization working in Rajasthan since 2007 to enhance the quality of life of the poor in Rajasthan. It works with multiple stakeholders such as government programs and departments, non-government organizations (NGOs), banks, community organizations (especially Self-Help Groups and SHG Federations) and donors. CmF is also the key implementing agency of Tata Trusts ([www.tatatrusters.org](http://www.tatatrusters.org)) in Rajasthan.

Beginning 2015, CmF along with Tata Trusts and Govt. of Rajasthan (GoR) has launched a multi-thematic five year development programme in South Rajasthan. Titled ‘Transformation Initiative’, the programme seeks to demonstrate proof of concept of transformational change in the quality of life of 3-3.5 lakh population across 4 tribal blocks of South Rajasthan through integration of education, nutrition, drinking water and sanitation interventions. Women led institutions i.e., SHGs, clusters, federations would form the core of this strategy to ensure sustainability of services and irreversibility of impact.

**About the Nurturing Early Literacy Project:**

CmF with the support from USAID and Tata Trusts is implementing a program titled ‘Nurturing Early Literacy Project’. The overall goal of the program is to build strong foundation of emergent and early literacy competencies in 93,000 students in a total of 5 blocks - 3 blocks of Sirohi district in Rajasthan, and one block each in Satara district in Maharashtra and Yadgir district in Karnataka. The broad objectives of the project are mentioned below:

**Specific Objectives:**

- i) Equip teachers with knowledge and skills to improve literacy instruction in classrooms by moving away from rote learning to meaningful engagement with print.
- ii) Ensure access to age appropriate, quality children’s literature through classroom / community libraries
- iii) Demonstrate a viable model to improve foundational literacy skills in elementary school children and emergent literacy skills in 5+ pre-schoolers.

By the end of the project, it is envisaged that at least 80% schools/classrooms have regular access to children’s literature which would be ensured through providing regular access to quality reading material to children through either functional libraries or book corners.

Expected Results:

S. No.	Indicator	Impact Targets
1.	<i>Students (primary)</i>	<p>Percentage of learners who demonstrate reading fluency and comprehension of grade level text at the end of grade 2 USG assistance (ES.1-1) of primary school children in school language (Hindi /Kannada/ Marathi depending on the block), against the baseline and against a control group<sup>1</sup>.</p> <p>Based on revised benchmarks (in May 2018) following are the targets:</p> <ol style="list-style-type: none"> <li>1) Hindi Language Target (Sirohi District of Rajasthan): 40-45% learners demonstrate reading fluency (reading at more than 35 words per minute) and comprehension of grade level text at the end of grade 2.</li> <li>2) Kannada Language Target (Yadgir District of Karnataka): 50-55% learners demonstrate reading fluency (reading at more than 35 words per minute) and comprehension of grade level text at the end of grade 2.</li> <li>3) Marathi Language Target (Satara District of Maharashtra): 55-60% learners demonstrate reading fluency (reading at more than 40 words per minute) and comprehension of grade level text at the end of grade 2.</li> </ol>
2.	<i>Teachers</i>	<p><b>Improved teacher practice for</b> creating classroom environment that is conducive to learning and adopt improved practices to support early literacy development in children by moving away from rote learning.</p> <p>Target: Improved classroom practice in 50% teachers</p>
3.	<i>Access to children's literature / library</i>	<p>Ensure <b>regular access</b> to quality reading material to children through functional libraries or book corners</p> <p>Target: 80% schools / classrooms have regular access to children's literature</p>
4.	<i>Students (pre-school)</i>	<p><b>Support emergent literacy behaviours in pre-school children</b> through appropriate adoption of emergent literacy strategies against baseline and control.</p> <p>Target: At least 60% 5+ children demonstrate emergent literacy behaviors</p>

<sup>1</sup> Baseline and end line will be given to the intervention groups and control groups that had similar test results/performance during the baseline undertaken in 2016. Difference in the scores of the students between the intervention and the control group during the end-line will be treated as impact of the intervention.

## **About the Assignment:**

The Nurturing Early Literacy Project is being implemented in three blocks of Rajasthan, and one block each in Satara district of Maharashtra and Yadgir district of Karnataka<sup>2</sup>. The project is also being implemented as a pre-school program in Anganwadis in one block in Sirohi, Rajasthan and one block in Yadgir, Karnataka.

In 2016, the project had commissioned a third party baseline with a sample of 720 students each from 60 project and 60 control schools and 240 children each from 20 Project Anganwadi centres and 20 control Anganwadi centers across 5 project blocks covering 3 districts and 3 states which measured the current/benchmark status across each of the 4 impact areas (mentioned in table above).

The objective of the proposed assignment is to undertake an end-line assessment across all the 4 impact areas (mentioned in table above) and undertake comparative analysis of (a) baseline (intervention schools) versus end-line (intervention schools) and (b) end-line (intervention) versus end-line (control schools). The sample size for the end-line should be the same as baseline with a different set of project and control schools and Anganwadis selected through random sampling. The sample survey needs to cover all 4 implementing partners and 5 project blocks. The End-line findings shall help to establish the achievement level against the planned impact indicators.

## **Scope of Work:**

An experienced Consultant—Individual / firm, having relevant experience of similar studies/assignments in education sector will be hired to:

- Review the Monitoring, Evaluation and Learning (MEL) plan developed under ‘Nurturing Early Literacy Project’ and third party baseline report conducted in 2016;
- Review suggested Common Endline Tool developed by CmF and suggest modifications if required;
- Undertake sample survey to cover all 4 implementing partners and 5 project blocks across all the 4 impact areas;
- Analyze the Endline data and submit a final report and PPT along with all data backup documents.

The consultant- Individual/ firm will need to complete all the above tasks in a given time-frame as outlined in this ToR document or as mutually agreed upon during the contract finalization.

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<sup>2</sup> Overall target under project- (i) Room to Read- 100 schools (40 in Y-1 and 60 in Y-2) at Pindwara and Sirohi blocks of Sirohi (Rajasthan) (ii) Pragat Shikshan Sanstha- 150 schools (50 in Y-1, 50 in Y-2 and 50 in Y-3) of Phaltan block of Satara (Maharashtra), (iii) Kalike- 235 schools (primary and upper primary component) and 100 Intensive Anganwadi of Yadgir block of Yadgir (Karnataka) (iv) Bodh Shiksha Samiti- 60 schools (30 in Y-1 and 30 in Y-2) and 60 Anganwadi (30 in Y-1 and 30 in Y-2) centres of Abu Road block of Sirohi (Rajasthan);

The consultant- Individual/ firm will also be required to come to CmF Jaipur office as and when required.

### **Suggested Methodology:**

Desk review of background and other related documents, undertake field visit for data collection, discuss with project team as required, meet with the CmF personnel and project implementing partners.

### **Key Deliverables**

1. Review of suggested Common Endline Tool developed by CmF and required modification to finalize the tool in three respective state language.
2. A combined Endline report with overall and specific analysis for each of the 4 implementing partners in 5 blocks. The report should be detailed and should include a chapter each on:
  - An executive summary
  - Background (brief)
  - Methodology and the process (brief)
  - Data Analysis process, tools used for sampling and data cleaning process
  - Findings
  - Comparative Analysis of Base-line vs End-line and Project schools vs Control schools (End-line)
  - Annexure: Endline Assessment Tools etc.

### **Timelines:**

Expected time period of completion of the data collection across all the 5 blocks in 3 states is 4<sup>th</sup> March – 1<sup>st</sup> April 2019. Final report is expected by 30<sup>th</sup> May 2019. Suggested milestones are mentioned below:

S. No.	Item	Deliverables
1.	Desk-review and preparatory work <i>(by 3<sup>rd</sup> March 2019)</i>	- Study and review of project proposal, Baseline tool and report and draft Endline tool which was already developed by CmF.
2.	Data collection and analysis. <i>(tentatively from 4<sup>th</sup> March to 1<sup>st</sup> April '19)</i>	- Hiring and training of enumerators across sites (as per the need). - Data collection in sample schools and Anganwadis (across all sites). - Data entry, data cleaning and process for draft report.

3.	Report writing and finalization <i>By 15<sup>th</sup> May 2019</i>	- Sharing draft report with CmF. - Finalization of draft report incorporating the suggestion provided by CmF.
4.	Final Report submission <i>By 30<sup>th</sup> May 2019</i>	- Sharing the Final Report with CmF

### **The Coordination Point**

The Consultant/firm's direct point of contact in CmF will be Mr Girish Ravuri.

### **Conditions of Payments**

Lump sum (in three instalments), inclusive of GST:

- 25% of the agreed professional fee after finalising design of common Endline framework and tools.
- 40% of the agreed professional fee for/during (after initiation of field work) data collection/field work.
- 35% of the agreed fee (Lump sum all inclusive) after submission of final Endline report.

TDS will be deducted as per GoI guidelines. Travel reimbursement would be done on submission of actual bills after receipt of the draft report.

### **How to Submit Proposal/Bids**

Proposals are invited from the interested consultants -individual/s/firms for the above assignment and the last date for receiving this is 24<sup>th</sup> February 2019 by 4:00 PM at [cmf@cmfraj.org](mailto:cmf@cmfraj.org)

While submitting the proposal, please make sure you write "Bids for Conducting Endline Study for the 'Nurturing Early Literacy Project'" in the subject line.

Proposal received after the prescribed deadline will not be considered.

You are requested to kindly submit the proposal in 2 files separately (i) Financial Bid & (ii) Technical Bid, respectively.

Please attach the CV of the consultant(s)/ and about the work carried out by the firm on assessments in early grade reading.

For any queries related to the proposal, you may contact Mr. Girish Ravuri at +91-7574818732.