

Mixed Methods Study on Factors Associated with Sustained Adoption of Practices
within Non-Emergency Food Security Programming

INTRODUCTION

Founded in 1915, Helen Keller International works to build the technical and operational capacity of local partners to combat the causes and consequences of blindness, poor health, and malnutrition. Helen Keller International's programs extend the reach and quality of health services in 19 countries in Africa and Asia, reaching approximately 300 million people annually. Since 1988, Helen Keller Intl. has implemented its Enhanced Homestead Food Production (EHFP) program across multiple countries in Asia and Africa. Working through village model farm learning sites, EHFP builds the capacity of poor small-holder farmers and broadly includes agricultural production activities and training, as well as nutrition, sanitation and hygiene education using behavior change communication approaches, marketing to achieve increased household income, improved dietary diversity, reduced anemia, and reduced underweight among women and young children.

From late 2013 to 2016, Helen Keller International-Vietnam (collectively funded by Irish Aid, the Alstom Foundation, and the Janet Carrus Foundation) piloted an EHFP project in Son La province to address the nutrition and food security challenges in the area. The EHFP project aimed to increased production and consumption of micronutrient rich foods by establishing homestead food production support for over 300 beneficiaries whose children were under two years of age. Due to the success of the piloted EHFP, Irish Aid continued to support Helen Keller Vietnam between 2017 and 2021, funding the scale-up of the model in two of the poorest provinces in the northwestern region of Vietnam: Hoa Binh and Lai Chau. The project is divided into two phases: April 2017-May 2019 and June 2019-May 2021, benefiting 600 households each phase.

Helen Keller International-Vietnam has recently received additional funding to study the sustained results stemming from EHFP programming. Helen Keller International-Vietnam seeks a qualified Research Consultant, who can support the design and implementation of this mixed methods study.

RESEARCH STUDY

Purpose: The goal of this study is to articulate the factors associated with sustained adoption of practices by project beneficiaries and explore spontaneous adoption (spillover) of non-beneficiaries, within non-emergency food security programming, at different post-intervention time points. Sustained results are defined in the FANTA framework as both managing and improving project activities and practices among original beneficiaries, as well as expanding the benefits of the project to new beneficiaries.¹ This evidence will then be utilized in the development of guidance, program strategies, and training webinars to disseminate the knowledge and evidence to the broader food and nutrition security development community.

This goal will be met through the following objectives:

¹ Rogers, B.L. & Coates, J. Sustaining Development: A Synthesis of Results from a Four-Country Study of Sustainability and Exit Strategies among Development Food Assistance Projects. (2015).

- Improve understanding of factors associated with sustained results, and how these factors vary across project post-completion.
- Explore the likelihood of and factors associated with expanded benefits to new beneficiaries (spillover effect); and
- Develop and disseminate guidance, strategies, and training sessions to share best practices that can be advocated by the government for policy development, and civil society for program strengthening. Lessons learned and recommendations will be shared at regional and global meetings/workshops.

SCOPE OF WORK

1. Services:

The Research Consultant will lead survey design and field tasks by offering leadership skills and technical communications expertise. The Research Consultant will be responsible for supervision and collecting data in all targeted communities and will work under the direct supervision of the Helen Keller International-Vietnam’s Country Director.

The general tasks of Research Consultant will be to:

1. Train enumerators on field operations, including informed consent, and data collection
2. Lead pre-testing of questionnaire and supply feedback in revising the questionnaire following the pre-testing results
3. Actively participate and support in the planning/ field preparation before and during survey period
4. Adapt to the field situation and timely report to the Helen Keller International
5. Supervise the field team
6. Conduct the field survey. The surveys will be implemented using electronic tablets or phones enabling the field teams to collect and transmit data from the field to a cloud-based server. This method allows for real time monitoring of data quality, eliminates the need to print paper survey forms, reduces enumerator error and eliminates the need for data entry.

The research consultant’s contract is on a need-for-work basis/survey and is not a full-time role. The Research Consultant and enumerators will be responsible for administering questionnaires to households in rural communities where Helen Keller International operates, as well as providing important feedback on field survey activities. This role may require frequent travel to and days to be spent in the field in the stated program’s implanting regions.

2. Timeline: Consultant shall perform Services and provide the Deliverables in accordance with the following schedule, tentative timing and terms:

#	Tasks	Number of days	Timeline	Deliverables
NA	Preparation and submission of bidding documents	None	18 October 2020	- CV, Letter of Interest, proposed Agenda - Proposed gross consultant fee per day
NA	Successful candidate announcement; negotiation and finalization of the consultancy service procedures	None	23 October 2020	- Contract signed
1	Desk review	1	Last week of October, 2020	

2	Research design	7	Last week of October, 2020 and first week of November 2020	Research protocol, survey tool, informed consent forms, Sample strategy developed. In addition, the consultant will be responsible to seek for the approval from the Hanoi School of Public Health for the IRB.
3	Field procedure planning	2	First week of November 2020	<ul style="list-style-type: none"> - Enumerator composed and tasks and responsibilities of each member of the team assigned. - A training workplan developed. - A training <i>curriculum</i> outlined
4	Training of Enumerators & Pre-testing Research Tools	3	Last week of November 2020	1 day training in Hanoi, 1 day testing in the field and 1 day to revise the questionnaire
5	Field Data Collections	12	3 first weeks of December 2020	Quantitative surveys conducted in 3 provinces
6	Data Cleaning & Analysis	8	January 2021	Data cleaned and analysed and sent to HKI for review. <ul style="list-style-type: none"> - Cleaned dataset with variable guide
	Total	33		The travel days are not entitled to consultancy fee, but to per-diem only. The days at field are also entitled to per-diem.

Detailed Job Responsibilities

Part 2: Research Design & Desk Review (8 Days)

The Research Consultant will support the Helen Keller research team in the development of core research materials. These include the following:

- Research protocol
- Survey tool
- Informed consent forms
- Sample strategy

In addition, the Research Consultant will support the Research Coordinator in gaining the appropriate IRB approvals.

Part 3: Field Procedure Planning (2 Days)

The Research Consultant will lead the Helen Keller's research team to plan and outline the field procedural plan in detail, including all aspects of the field work to be conducted. In coordination

with the Research Assistant, the Consultant will be working on the field procedural plan includes the following:

- Composition of teams, expected profiles, tasks and responsibilities of each member of the team.
- Guidelines and protocols for sampling and survey data collection.
- Quality control protocol.
- Anticipate challenges (e.g., connectivity; power outages) and contingency plans.
- A training *curriculum* outlining how the training will be organized and what its objectives will be, as well as how the pilot in real field conditions will be undertaken.

The Helen Keller research team will provide inputs to the field procedure plan. The Research Consultant must provide leadership during field activities, ensuring adherence to the field plan. If field conditions dictate significant changes to these plans, the Research Consultant s required to inform immediately to the Helen Keller research team by phone and as necessary, by written report or progress report.

Part 4: Training of Enumerators & Pre-testing Research Tools (3 Days)

The Research Consultant will be expected to lead the following:

- Lead an intensive training of enumerators on the purpose of the study, familiarize with research tools, interview tips and data entry process.
- Field testing of research tools and provide feedback on finalizing the tools.

Part 5: Field Data Collections (12 Days)

The Research Consultant will work under the supervision of the HKI's research team to;

- Coordinate and engage with the HKI's research and field team, village administrators, village leaders, local health providers, participant's, and team members.
- Supervise the data collection procedures of enumerators to the targeted participant's interviews.
- Provide the field enumerators with the necessary equipment and materials for data collection (e.g., tablets, enumerator manual, field protocols, identification cards, etc.).
- Manage the field enumerators to collect the data based on the specific requirements described in these terms of reference and in coordination with the HKI's research team.
- Ensure implementation of data collection plan and quality control protocols.
- Ensure that only the correct individuals are interviewed.
- Tracking protocols to identify and interview households and village leaders that may have been absent during the first visit or may have relocated.
- Ensure that the questionnaire (and digitized data) records respondents' refusal to answer any questions during the interview.
- Ensure that all enumerators perform consistency checks of the questionnaire to ensure that questionnaires are fully consistent and complete before they leave the respondent's household.
- Ensure the security of the data and data collection equipment.

The Research Consultant will make every effort to contact each household and respondent selected and complete all interviews.

Part 6: Data Cleaning & Analysis (8 Days)

The Field Team Leader will work under the supervision of HKI's research team to:

- Ensure a completed dataset, with clear labels and accompanying codebook
- Basic univariate and bivariate analysis

- Report with recommendations to be shared with HKI for review and finalization.

3. Required Skills and Experiences:

- Master degree in a pertinent field (for example: medicine, public health, statistics, agricultural economics, or another related field).
- Relevant experience in managing rural household level surveys.
- Must have experience data collection by using ODK/ONA tool
- Capacity to understand and analyze information and communication flows within communities in rural areas.
- Experience in coordination with village administrators, community leaders and local healthcare providers during field research work.
- Willingness to travel to rural areas and stay overnight
- Experience in data collection, administering questionnaires and conducting interviews and knowledge on mobile data collection (ODK, ONA etc.)
- Experience or knowledge of the nutrition and agricultural sector would be advantage.
- Be willing and able to travel to the study areas and supervise the enumerators according to the HKI's research team instructions of household interviews during the day, and re-check data and be involved in group discussions during the evenings with HKI research team when requested.
- Ability to commit to work consecutively from training to end of survey.
- Ability to work in team spirit and have good communication skills.
- Excellent English communication skills, both oral and written.

4. Specifications: The Services and Deliverables shall be provided in accordance with the following requirements:

- ❖ The duties must be carried out with due diligence and efforts so as to protect at the highest possible level the legitimate rights and interests of HKI-Vietnam
- ❖ The Consultant must take legal responsibility for the quality as well as legality of the consultancy services to be provided according to the laws of Vietnam
- ❖ The Consultant must be responsible for the professional quality, technicality, accuracy and timely completion of his/her work.

5. Logistics:

- ❖ HKI will be responsible for arranging logistics for the consultants to travel from and to the project sites including transportation and accommodation if applicable.

6. Management:

- ❖ The consultant will work under the supervision of the Program Manager and HKI Vietnam Country Director.

7. Notice and payment:

- ❖ The consultants will be informed in written for the acceptance of the scheduled or changed activities at least 3 days in advance before carrying out the activities.

8. Budget: The fee for consultant will be negotiated and applied in accordance with HKI Vietnam regulations.

The consultants who are interested in providing the services, please submit cover letter with proposed gross rate and CV, and other documents as afore mentioned.

To: Helen Keller International Vietnam Room 305-306, A2 Building, Van Phuc Diplomatic Compound, 298 Kim Ma, Ba Dinh, Hanoi, Vietnam

Email: Vietnam.procurement@hki.org; cc: DLam@hki.org ; PNgoc@hki.org ; Nnhu@hki.org ; Admin_vn@hki.org

The deadline for application submission is **18 October 2020**.

Only short-listed candidates will be contacted.