Are Our Children Learning: Piloting Uwezo Learning Assessment in Refugee Contexts

TORs for Data Management for the Uwezo 2017 pilot assessment in Uganda
Timing: 23 October – 15 November 2017

1.0 Background

Uwezo, meaning "capability'' in Kiswahili, is a citizen led East African initiative to improve competencies in literacy and numeracy among children aged 6-16 years. The initiative operates under Twaweza East Africa, which works on enabling children to learn, citizens to exercise agency and governments to be more open and responsive in Tanzania, Kenya and Uganda. In implementing the Uwezo initiative, Twaweza undertakes a simple household based assessment that measures actual learning abilities in basic literacy and numeracy in order to focus public attention and galvanize action towards learning.

In 2017 (August-October), Uwezo plans to undertake a pilot learning assessment in the refugee hosting districts of Yumbe, Arua, Adjumani and Isingiro. The pilot aims to assess the effectiveness of education interventions in refugee settlements in translating into learning outcomes, and adaptability of the Uwezo methodology and tools to crisis-contexts such as refugee settlements.

Uwezo at Twaweza is now seeking to acquire Data Management Services for its 2017 pilot assessment.

2.0 Objective and scope

The overall purpose of this assignment is to support Uwezo Uganda in entering and managing its 2017 refugee pilot assessment data. This will include entering data from 120 survey booklets (30 booklets per district) and managing three datasets i.e. enumeration area, school and household datasets.

3.0 Specific activities

   i. Screen, recruit, supervise and pay suitably qualified data entry clerks
  ii. Using the availed data entry and reentry software and accompanying manual, ensure data entry and re-entry is conducted as per agreed standards
 iii. Ensure data is backed up and uploaded/transferred on a daily basis
 iv. Undertake data cleaning as may be agreed upon

4.0 Expected Outputs & Deliverables

The Consultant/firm will work closely with Uwezo Uganda Country Manager and a designated Program Officer based in the Kampala Office and Twaweza East Africa Senior Data Analyst based in Nairobi. The Consultant will mainly work from outside the Twaweza offices, but will be expected to meet with the relevant teams at the Twaweza offices when necessary. The following outputs will be expected and delivered within an estimated 18 days;

   I. A data entry plan
  II. Dummy tables based on requests from Uwezo country office
 III. Three 2017 Uwezo Uganda pilot assessment datasets i.e. enumeration area, school and household datasets
 IV. A report on the data management process

4.1 Suggested timelines:

	Output	Due by
1	A data entry plan	26th October
2	Dummy tables	10th November
3	3 sets of datasets	14th November
4	Report on the data management process	15th November

5.0 Expertise and infrastructure required

The successful consultant/firm should have the following:
1. Expertise in data management of 5 years including database development, electronic archiving, use of web-enabled platforms and common statistical analysis tools
2. Network or collaborations with nationally recognised statistical bodies
3. At least 4 computers available for data entry
4. All data entry computers residing on a common network
5. The data entry computers should have at least the following specs:
   o 2.0 GHz processor
   o 300 GB hard drive
   o 1GB Memory
   o computers should be running Windows 7/8

6. A server with at least the following specs:
    - o Intel or Celeron dual Core 2.3 GHz processor
    - o Standard 2GB UDIMM memory
    - o 500 GB hard drive
    - o windows Server 2008 R2
7. Fulltime internet connectivity to allow for remote help

6.0 : Request for proposals

Qualified and interested firms/consultants should submit brief proposals (technical and financial -5 pages max) by e-mail to: uwezo.uganda@twaweza.org and copy to fnassereka@twaweza.org; gnakabugo@twaweza.org and jciera@twaweza.org not later than 4pm on Wednesday 4th October 2017.

Only complete proposals containing the following will be accepted;
  i. Letter of expression of interest
  ii. Technical proposal demonstrating understanding of assignment and approach.
  iii. A financial proposal with clear tasks and assigned duration
  iv. Evidence of relevant experience in data management and consultant qualifications