



International Organization for Migration (IOM)  
The UN Migration Agency

## **REVISED TERMS OF REFERENCE**

### **RESEARCH CONSULTANCY TO STUDY GRANT EFFECTIVENESS IN KHATLON, TAJIKISTAN**

#### **1. Nature of the consultancy:** Research on grant effectiveness in Khatlon Region of Tajikistan

##### **Objective:**

The International Organization for Migration (IOM) in Tajikistan, through UK Government funding, has been implementing a community stabilization project along the Tajik-Afghan border since 2014. The Tajik-Afghan Integration, Resilience, and Reform Building Programme (TAIRR) is now in its third phase. The project consists from several components, which are aimed at increasing resilience to the interrelated issues of crime and conflict on the Tajik-Afghan border through strengthening Tajik-Afghan border, improving livelihood opportunities and access to information on safe migration and reintegration. It has been implementing this project in 9 districts of Khatlon and 8 districts of GBAO of Tajikistan.

One of the main outputs of the project is to understand, and, ideally enhance, the effectiveness of grants issued by international donors to the population living in the project area. To this end, the IOM intends to undertake research on grant effectiveness in the Khatlon Region.

Research intends to gather information on grants issued between 2000 and 2019 to any target group living in the Khatlon Region. The IOM deems it important to focus specifically on Khatlon Region, as the local socio-economic context determines livelihood options and the potential for diversification in the border districts. The period of 2000-2019 is identified as a period in which (international) donors have been focusing on reform and development of Tajikistan; earlier years focused on (direct) humanitarian aid. Analysis of grant schemes should focus on any impact related to, for instance (but not only): rural and agricultural development; livelihood strategies and the creation of employment; education and emancipation of men, women, youth, and vulnerable groups; access to food; and, impact on migration.

**Target:** Provision of a full data set on grant effectiveness.

#### **2. IOM Project to which the Consultancy is contributing:** Tajik-Afghan Integration Resilience and Reform Building Programme funded through UK Government support.

#### **3. Tasks to be performed under this contract:**

- a) Desk review to map all grant programmes implemented between 2000 and 2019 by international donors to communities, households, and individuals living in the Khatlon Region;
- b) Engagement with donors who have implemented grant programmes (2000-2019) in Khatlon Region; assist in the coordination of a day-workshop with these donors, and deliver a report of the workshop;
- c) Identification of the most prominent types of grants issued to recipients in Tajikistan; set

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##### **Headquarters:**

17 route des Morillons ~ C.P. 71 ~ CH-1211 Geneva 19 ~ Switzerland  
Tel: +41.22.717 91 11 ~ Fax: +41.22.798 61 50 ~ E-mail: [hq@iom.int](mailto:hq@iom.int) ~ Internet: <http://www.iom.int>

up a methodology to research short/long term impacts of the most prominent types of grants on individuals, households, and communities living in Tajikistan (through interviews/case study research/FDGs/KIIs), focused on thematic areas listed above (i.e. analysis should focus on any impact related to, for instance (but not only): rural and agricultural development; livelihood strategies and the creation of employment; education and emancipation of men, women, youth, and vulnerable groups; access to food; and, impact on migration);

- d) Conduct fieldwork to examine short and long term impacts of the most prominent grant schemes;
- e) Writing of an analytical report with policy recommendations on grant effectiveness.

#### **4. Tangible and measurable output of the work assignment:**

- a) Delivery of a report based on desk research (mapping of grant programmes between 2000 and 2019 in Khatlon Region);
- b) Consultation with donors (providing grants) (week 11-13);
- c) Delivery of a report based on the workshop taking place in week 13, 2019;
- d) Delivery of a plan of action/methodology/tool-kit for field work, which should include information about:
  - i. analysis of short and long-term impacts
  - ii. use of base-line information (provided by donors)
  - iii. sample size
  - iv. data on recipients/non-recipients

***NB. Fieldwork and reporting would be contracted based on available funding.***

- e) Fieldwork of three weeks to examine short and long-term impacts of the most prominent grant schemes, to be conducted in April 2019;
- f) Delivery of a final report (including base-line and end-line data) on the effectiveness of grant programmes in Khatlon Region.

**5. Duty station:** Dushanbe, Tajikistan, with regular field trips to Khatlon Region for data collection

#### **6. Realistic delivery dates and details as to how the work must be delivered:**

- a) Commenced by March 11, 2019 (Timeline negotiable)
- b) Report results desk research: April 5, 2019
- c) Report workshop: April 5, 2019
- d) Plan of action/tool-kit/methodology for fieldwork: April 5, 2019
- e) Start fieldwork (after approval methodology): April 15, 2019
- f) Final analytical report with policy recommendations: May 31, 2019

#### **7. Performance indicators for evaluation of results (value of services rendered in relation to their cost):**

- a) Completed desk research 30%
- b) Workshop report 10 %
- c) Plan of action 10 %
- d) Final report 50%

#### **8. The consultant shall submit a budget proposal based on:**

- a) The number of working days for desk research and data collection (Between 50-55 working days)
- b) The consultancy is all inclusive, and costs related to the international airfare, estimated domestic transport costs, translation etc. should be included.
- c) IOM will cover the costs of the consultation workshop in point 4b.

#### **9. Qualifications required for the consultancy:**

- a) 5-years-experience in development cooperation;
- b) Familiarity and experience with fund-raising and issuing of micro-credits and development aid related grants;
- c) Fluency in Russian and/or Tajik (Farsi) is required.

#### **10. Selection criteria for the consultancy:**

- a) Specific experience of the Consultant relevant to the assignment (previous experience with UN or other organisations on similar assignment);
- b) Adequacy of the proposed methodology and work plan in response to the Terms of Reference;
- c) Key professional staff qualifications and competence for the assignment;

#### **11. Application procedure:**

- a) Cover letter clearly stating the professional background and experience with the research focus;
- b) A methodology describing the way in which the research will be conducted;
- c) Comprehensive work plan for entire consultancy period;
- d) Curriculum Vitae of professional staff proposed for the assignment;
- e) Work sample testifying writing and analytical skills and previous data collection work.

#### **12. Ethical guidelines**

IOM ethical guidelines should be followed (attached with the ToR). Interviews should be anonymised and coded. Informants/respondents should be informed about the purpose of the study. Interviews may be recorded upon approval by the respondent(s).

The application must be delivered by hand or courier mail to IOM with office address at IOM Tajikistan, 734013, 22a Azizbekov, 2<sup>nd</sup> Driveway, Dushanbe or sent via email to [applications.tj@iom.int](mailto:applications.tj@iom.int) on or before **06 March 2019, 1700 hours local time**. No late applications shall be accepted.

IOM reserves the right to accept or reject any proposal and to annul the selection process and reject all proposals at any time prior to contract award, without thereby incurring any liability to affected candidates.