

# Terms of Reference – Service Contract

## 1. ASSIGNMENT SUMMARY

<b>Title of assignment</b>	Measuring Results: Attribution of Results
<b>Location of assignment</b>	Lusaka and within Zambia (in line with Prospero COVID-19 policy)
<b>Sector/unit</b>	Monitoring and Evaluation
<b>Reports to</b>	Monitoring and Evaluation Manager
<b>Anticipated start date</b>	16th September 2020
<b>Duration of contract</b>	28 days

## 2. ABOUT PROSPERO

Prospero is a UKaid-funded private sector development entity designed to incentivize investment in innovation that will change the way that market systems work and create new growth opportunities for MSMEs. We focus on the following high-growth potential sectors:

- **Food and Agriculture:** Increasing competitiveness and value of Zambian food products in end consumer markets.
- **Mining and Mining Services:** Increasing the sustainable and inclusive economic impact of mining in Zambia.
- **Tourism and Hospitality:** Increasing the value and proportion of tourist revenues captured by local businesses.
- **Investment Services:** Increasing access to sources of impact investment finance for growth-oriented businesses
- **Business Services:** Increasing access to business services that support growth-oriented businesses.

We partner with leading private sector players, government agencies and business associations to design synergistic initiatives that support strong business model development, promote transformative financial services, attract quality investors and foster enabling business and investment environments. We work at the intersection of market system development and the impact investment ecosystem, recognizing that enterprise growth at scale requires access to substantial and sustainable sources of commercial finance

We rely on a combination of the resources, experience and expertise of external service providers to support our interventions. Services are procured and service providers are contracted according to specific delivery needs. Prospero is now seeking a service provider to deliver the assignment described below.

### 3. CONTEXT OF THE ASSIGNMENT

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As the COVID-19 pandemic outbreak continues to spread across the world, its impact on the global and national economies including the agriculture sector needs to be addressed from the perspective of both food supply and food demand. Ensuring the continued functioning of food supply chains is crucial during a pandemic to prevent food shortages and also ensure that the numerous Zambians remain employed given that 80% are within the agriculture sector.

Preliminary results from Prospero's interventions have shown that the agricultural sector is expected to show some level of resilience from a jobs perspective, but those individuals that typically participate in the sector in the form of seasonal labour or those at the lower end of the supply chains will be affected by social distancing and other health and movement restrictions limiting their access to markets, services and other products. Disruption in the supply chain and employment of seasonal workers could lead to an overall decline in agriculture employment. Rural women and rural youth are likely to be more impacted as they are particularly exposed to socioeconomic vulnerability.

In order to respond to the impact of COVID-19, Prospero conducted a stakeholder analysis and consultation to understand the impact of the pandemic on businesses and job sustainability. As a response, Prospero developed two grant facilities to assist organisations' ability to respond to the effects of COVID-19 while sustaining jobs.

The COVID-19 Goods and Services grant facility was open to any private sector or not-for-profit organisation that was able to rapidly develop the capacity to produce, provide and/or successfully distribute goods (e.g. personal protective equipment, affordable and nutritious food products, healthcare products, etc.) and/provide services (e.g. transport, logistics, information/education, biomedical or critical machinery maintenance, etc.) or generate and implement innovate ideas or technology in support of the national effort to combat or cope with COVID-19.

The COVID-19 Small Business Resilience grant facility which was open to any private sector or not-for-profit organization focused on supporting business resilience through the COVID-19 crisis in terms of labour force productivity and essential working capital needs. The support provided by Prospero was aimed at making a significant contribution to job preservation and allow for the continued meaningful productivity of employees.

Both grant facilities are short to medium term in nature and are rapidly being implemented to have near-immediate results and impact on grantees and their employees. Verified impact level data and projections based on agreed grant agreement and job targets indicate that Prospero's partners have sustained and preserved numerous jobs. Prospero wishes to understand whether jobs preserved under the two grant facilities can be attributed to the support offered to partners.

Prospero Zambia seeks to engage a consultant(s) to conduct a rapid attribution analysis to understand whether the reported results, particularly the jobs preserved are as a result of the support provided to grantees. The consultant is expected to use a quasi-experimental method of developing a counterfactual that could include using non-successful applicants as a comparison group. Prospero will seek to construct an evidence-based case for 'plausible attribution' to a degree that would convince a reasonable but sceptical observer.

Qualitative methods will be also be used to ensure that the methodology is not dominated by self-reported data from surveys, baseline and reports from grantees.

#### 4. OBJECTIVE(S) OF THE ASSIGNMENT

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**The primary objectives of the assignment are:**

- to estimate the counterfactual (i.e., what would have happened in the absence of the intervention, compared to the observed situation). This addresses the question as to whether the intervention partners would have preserved jobs without support from Prospero. The counterfactual approach involves developing an estimate of what would have happened in the absence intervention, and comparing this to what has been observed in the presence of the intervention. This approach requires the use of a control group or comparison group, non-successful applicants or those that did not apply are possible comparison groups.
- to assess whether and to what extent jobs would have been preserved without the intervention and the status of their quality. For example, a firm gaining access to the COVID-19 grant facilities may have remained operational and kept all staff regardless of the grant support .

#### 5. SCOPE OF WORK

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**The exact scope of work will include the following among others:**

- Undertaking a desk review of recently compiled studies and assessments of the impact of COVID-19 on jobs in the Agriculture sector.
- Review the causal pathway for the achievement of results and compare to the programme's current theory of change and strategy.
- Estimate as much as possible Prospero's and grantee's contribution to observed result by quantifying the proportion of contribution (See Attribution-Contribution scale by Jennifer Cohen, <https://aea365.org/blog/attribution-vs-contribution-by-jennifer-cohen/>).
- Document the extent of the impact of COVID-19 on jobs in the Agriculture sector.
- Interview key Agriculture stakeholders including supermarkets, processors, aggregators and representatives of key government ministries and agencies.
- Assess the extent to which Prospero's COVID-19 interventions have contributed to the preservation of jobs.
- Document how jobs that have been preserved looked like before and after the intervention. Find out if employees are doing the same jobs, or if they have changed due to restructuring during the pandemic.
- Analyze the quality and nature of the jobs, i.e. whether players in the supply chain moved jobs to MSME.
- Assess and estimate the counterfactual to determine what would have happened had Prospero not provided grants.
- Highlight the job safeguarding measure and COVID-19 coping measure that have been implanted by businesses in the Agriculture sectors.

## 6. DELIVERABLES

The deliverables from this assignment and the due dates for submission are:

Deliverables	Due date
Inception report and work plan	18/09/2020
Draft report	05 /10/2020
Final study report	12/10/2020

## 7. PROFILE OF THE SERVICE PROVIDER

### 7.1 REQUIRED/DESIRABLE EXPERIENCE

- Strong background in Economics, statistics or related analytical discipline.
- Knowledge of agriculture sector and agricultural supply chains.
- Knowledge of performance measurement and attribution calculation methodologies.
- Demonstrated work experience as a research economist or policy analyst or an evaluator in a public or private sector organisation or donor-funded programme.
- Strong qualitative and quantitative analytical skills with the ability to draw reasonable inferences and quantify qualitative data where relevant.
- Previous working experience conducting similar assessments.
- Familiarity of private sector development and its impact on job creation and sustainability.
- Demonstrated experience in preparing and presenting analytical evidence in a compelling manner.

## 8. PROPOSAL SUBMISSION GUIDELINES

Please apply by emailing your CV(s) (3 pages maximum) and a technical/financial proposal (5 pages maximum) outlining the methodology to be used, number of days input, daily fee rates, reimbursable expenses and total cost (inclusive of all taxes) (5 pages maximum) to [procurement@prospero.co.zm](mailto:procurement@prospero.co.zm) and copy [jonathan@prospero.co.zm](mailto:jonathan@prospero.co.zm) by **14<sup>th</sup> September 2020**.

Please clearly state **'Attribution Study – Food and Agriculture'** in the subject line. Only shortlisted candidates will be contacted.