

# REQUEST FOR PROPOSALS

October 2020



## Funding opportunity: Analysis of bonded labour and trafficking case data, and at-risk community data, in India from the Pathways case management system.

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### Summary

The Freedom Fund ([freedomfund.org](http://freedomfund.org)) identifies and invests in the most effective frontline efforts to eradicate human trafficking. Over the past five years, the Freedom Fund has been working with local partner NGO's in the Indian states of Bihar, Uttar Pradesh, Tamil Nadu and Rajasthan to address the systemic causes of bonded labour and trafficking. In collaboration with Praxis India and with funding from the UK Home Office, the Freedom Fund is currently piloting a digital case management system for survivors of human trafficking. The Pathways case management system supports partner organisations in providing integrated care to survivors and at-risk communities. This is possible through the collection and management of client case data.

One aim of the Pathways project is to provide accurate and timely data on trafficking and bonded labour to local/regional government to support evidence-based policies, and to identify communities at risk of exploitation. To achieve this, the Freedom Fund is commissioning secondary analysis of case data from the Pathways system. The goal of the analysis will be to assess trends or manifestations of trafficking and exploitation across the project areas, to assess gaps in service provision or government support, and to make policy recommendations for support of survivors. The research will analyse case data from 25 local NGO's across Bihar, Uttar Pradesh, Tamil Nadu and Rajasthan. Findings of this analysis will be summarised in two thematic reports.

The Freedom Fund anticipates this to be a combined 5-month project, with research commencing in November 2020, and final reports due March 2021.

### Eligibility

Both individual researchers as well as organisations and consortia are invited to submit proposals for this evaluation research. Researchers must be based in India, or associated with an India-based organisation, however all work will be carried out remotely.

### Budget

Approximately USD 20,000 has been made available for this analysis. Budgets will be reviewed with respect to the strength of the proposal in meeting the project objectives in a cost-effective manner, we do not simply prioritise the lowest budget.

## Proposal deadline

Proposals should be submitted via email to Euan Mackay ([emackay@freedomfund.org](mailto:emackay@freedomfund.org)) no later than 26<sup>th</sup> October 2020, 10am UK time. **Applicants are strongly encouraged to request an informal discussion prior to submission. Proposals should be no more than 2 pages, plus CVs and annexes.**

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## Background to the Freedom Fund the Pathways project

The Freedom Fund identifies and invests in the most effective frontline efforts to end human trafficking. We select key geographic areas – our hotspot projects – known to have high rates of trafficking, and where our interventions are most likely to be impactful. The Freedom Fund invests in local partner organisations in northern India (Bihar, Uttar Pradesh), southern India (Tamil Nadu) and Rajasthan who provide services to individuals and communities affected by human trafficking, child labour and forced labour. Our partners provide a wide range of services, including:

- Rescue, recovery and rehabilitation
- Access to education and medical care
- Registration for social support schemes
- Livelihood support
- Legal aid
- Community organising

However, recording and tracking of these activities is often compartmentalised, usually in forms/methods that are time intensive for partners to input and difficult to access later. This can limit partners in their ability to provide timely, integrated and responsive care to clients.

The UK Home Office is funding the Freedom Fund, in collaboration with the Praxis Institute for Participatory Practices, to develop over a period of two years a digital case management system for local frontline NGOs to use in their provision of care to individuals and communities affected by trafficking. A pilot phase of this project has begun, where 10 NGO partners across northern and southern India, and Rajasthan, are selected and will have their current case management processes and records transferred onto the Pathways digital case management system. The pilot phase is running from September 2019 to March 2020. From October 2020 a further 15 partner organisations will be transitioned onto the Pathways system over the course of a year for a total of 25 organisations at the end of the project in March 2021. The goal of this project is to ensure survivors of trafficking receive integrated care and to provide robust data to aid in design of anti-trafficking interventions.

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## Background to this research

### Objective

This secondary analysis will focus on providing local and state governments with timely localised data on bonded labour and trafficking as well as risks of exploitation; and provide an evidence base for design of effective anti-trafficking policies, and provision of support for survivors and at-risk communities.

The Pathways project will be assessed on its impact, efficiency and sustainability.

## Target audiences

The primary audience for this evaluation is partner NGOs that are part of this project who will use the report to inform their discussions with local officials and media outlets. A secondary audience for this research is UK Home Office, Freedom Fund and Praxis India. The research findings will be used to inform future program and policy development and guide the prioritisation of financial resources.

A third audience will be other civil society organisations working to fight trafficking in India and internationally.

## Key research questions

The data analysis plan will be developed following selection of the researcher and an initial investigation of the available data. However, the analysis should **seek** to answer some of the following questions. As part of the contracting process, the list below will be further reviewed and refined with the research team's advice.

1. To investigate the demographic, socioeconomic and geographic breakdown of clients on the system
  - Analysis by age, gender, caste, religion, community, labour sector, employment status, migrant status, family size
  - How do clients' demographic and socioeconomic experience compare to local source population (from Census data)?
2. To investigate the manifestations of bonded labour and trafficking experienced by clients
  - What forms of exploitation are most common locally? What are the key sites of exploitation?
  - What duration do periods of exploitation last? How common is re-exploitation (i.e re-entering exploitation after previously being liberated)?
3. To investigate access to, and use of, support services
  - What forms of support are most commonly needed from NGO's?
  - What forms of government schemes are most commonly requested?
  - What is the success rate in accessing government schemes?
  - What is the latency of receiving a government scheme? What is the duration of receiving a government scheme?
  - What local services are needed (medical, sanitation, education)?
4. To investigate risk factors for different forms of bonded labour and trafficking
  - What demographic, socioeconomic or geographic characteristics are associated with risk of different forms and severity of exploitation or re-exploitation?
  - To investigate risk factors for different forms of bonded labour and trafficking
5. What improvements could be made to data structure on Pathways?

## Technical Information

The Pathways system contains a relational database which hosts data related to cases, contacts, organisations, schemes, communities and support plans. Exports of the data can be made available in CSV format, subject to deidentification.

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## Research methodology

The Freedom Fund invites the researcher to propose methods that are fit for purpose to achieve the objectives of the analysis. This assessment will rely largely on secondary analysis of case and community level data on the system, with some reference to existing census data.

The proposed methodology should address the following:

- **Data security principals:** Describe in brief procedures for the researcher or research team to work with sensitive case data to ensure its security, including data transfer, data storage, and data access.
- **Data cleaning and consolidation:** Describe in brief the process of consolidating and cleaning of datasets, including transformation for analysis software and dealing with missing values.
- **Data analysis:** Describe in brief the data analysis plan, including data analysis software, proposed analysis methods and a rough timeline.
- **Operational and ethical considerations:** Highlight any other logistic or ethical issues with the use and analysis of sensitive case data. Note that we expect the team to implement the evaluation in the local languages (ie, Hindi and Tamil).

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## Project deliverables and high-level timeline

The timeline is split into the baseline and endline timepoints. Two written reports are expected by the end of March 2021. This research needs to align with existing funding and contracting cycles, so there is limited flexibility around this date.

Working backwards from March 2021, the anticipated schedule of major deliverables are:

Main deliverables	Proposed timeline
Desk review of project documents and external reports	End of November 2020
Initial access to case data and illustrative datasets	
Finalised analysis plan	
Consolidation and cleaning of data	December 2020 – January 2021
Analysis of data including update of data sets	
Presentation of preliminary findings for internal review and discussion	February 2021
Draft two thematic reports (>10 pages each) ready for internal review	
Final two thematic reports (>10 pages each) ready for external dissemination	March 2021
Consultations with NGOs, government officials and media as needed	

In addition to the main deliverables listed above, the research team is also expected to share regular updates with the Freedom Fund on major design decisions, progress of field activities and interim findings.

The evaluation will be contracted by the Freedom Fund US, and supervised by the Freedom Fund's Monitoring & Evaluation Manager based in London. The Freedom Fund and other funders of the hotspot program anticipate working closely with the evaluation team through all stages of the project.

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## Budget

The Freedom Fund has budgeted approximately USD 20,000 for the evaluation. Budgets will be reviewed with respect to the strength of the proposal in meeting the project objectives in a cost-effective manner, we do not simply prioritise the lowest budget.

As part of the proposal, please prepare a brief budget with the following breakdown:

- Personnel cost
- Other direct costs – eg telecommunications and travel
- Overheads

- VAT if applicable

Please note that costs related to report translation, design and printing, and dissemination events will be borne by the Freedom Fund.

## Proposal format

Interested parties should prepare a proposal of no more than 2 pages plus annexes. Proposals should contain the following sections:

1. **Short biography of principal investigator(s) and key team members**, outlining relevant subject matter expertise and prior experience leading similar evaluations. CV of the principal investigator should be included in the annex.
2. **Methodology**, addressing the topics listed in the ‘Research methodology’ section of this RFP.
3. **Team structure**, defining the role and time commitment of key project team members.
4. **High-level work plan** for key project phases and deliverables.
5. **Proposed budget** in USD.

The proposal must be written in English and sent electronically in Microsoft Office or PDF format.

## Criteria for assessing proposals

In reviewing proposals, the Freedom Fund will use the following criteria:

Technical criteria	Weighting
a. Contextual knowledge of the research team, including: <ul style="list-style-type: none"> <li>- Knowledge of issues relating to human trafficking.</li> <li>- Knowledge of the economic, social &amp; political environment in India.</li> <li>- Knowledge of issues relating to service provision and case management.</li> </ul>	30%
b. Technical capacity of the research team, including: <ul style="list-style-type: none"> <li>- Understanding of quantitative statistical research techniques and sufficient experience conducting secondary analysis of datasets.</li> </ul>	40%
c. Team structure and staffing levels are adequate to deliver quality outputs within the desired timeframe.	15%
<b>Financial criteria</b>	
d. Consideration of all potential expenses.	15%
<b>Total</b>	<b>100%</b>

## Proposal timeline and submission instructions

16th Oct 2020      Release of RFP.

**By 28th Oct 2020**      **Final proposals due.**

**10am UK time**      Please submit all documents to Mr Euan Mackay at [emackay@freedomfund.org](mailto:emackay@freedomfund.org) with “Proposal for Pathways evaluation” as the email subject line.

By 2nd Oct 2020	All shortlisted research teams will be notified.
4th Nov 2020	Clarifications/discussions with shortlisted research teams
9th Nov 2020	Contract signed with selected research team.