

Terms of Reference

Baseline and endline survey of Albanian university students' perceptions of corruption

Contracting Authority: Institute for Development Research and Alternatives (IDRA)

Financing institution: Smart Balkans Project

Assignment: Baseline survey of Albanian university students' perceptions of corruption

Eligibility: research agencies/companies/non-profit

Application deadline: April 8th, 2023

Expected duration of the contract: April 10, 2023 – July 15, 2024, in two intervals:

- From April 8, to May 8, 2023 (first survey)
- From June 1 to July 15, 2024 (second survey)

Provisional commencement date of the contract: April 8th, 2023

1. Objective and Scope of the Project

In the framework of the SMART BALKANS Programme, **IDRA Institute** in cooperation with **Center for Free Elections and Democracy (CeSID)** and **Institute for Strategic Research and Education** as Lead Partner, was awarded the grant contract “**Corruption Free Universities in Albania, North Macedonia and Serbia**”.

The overall goal (impact) is to promote rule of law, provide effective administration of justice and prevent corruption among students and university employees in the higher education of Albania, North Macedonia and Serbia.

Whereas the specific objective(s) (outcomes) are focused on: (1) to raise awareness of all stakeholders in HE system for effective implementation of corruption prevention mechanisms; (2) to strengthen the capacities of university administration and management as well as the capacities of students, student bodies and organizations to implement the existing legislation for corruption prevention and to develop new instruments to address the emerging challenges and (3) to promote the establishment of enabling environment for reporting corruption through better-informed stakeholders and the general public.

One of the activities proposed under this contract is the conduction of a baseline and endline survey on corruption perception in three countries included in this project. As per above the scope of work for this assignment is the data collection on the corruption perception (baseline survey) with a minimum of 300 interviews.

2. Specific tasks

As previously explained, we have foreseen to conduct during project implementation a baseline and endline survey N-2700 (300 per country on each wave) quantitative survey will be conducted. The main issues to be explored by the survey will consist of: (1) Perception of Corruption; (2) the contribution of University, Ministry of Education, state corruption prevention bodies and other Institutions in the fight against corruption; (3) Trust in University; (4) Transparency of University; (5) Awareness of Anti-Corruption Activities, (6) Corruption Experience and (7) Attitudes towards corruption.

Description of tasks for this assignment:

- **Sample:** 600 face-to-face interviews with students in Albania, 300 interviews for the baseline and 300 for the endline survey, using the CAPI technique (Computer Assisted Personal Interviewing) for the baseline survey.
- **Duration of interview:** It will not last more than 15 minutes
- **Preparatory Phase.** The Preparatory phase will consist of: a) Questionnaire drafting and finalization, b) Piloting, c) Sampling and d) Design & Programming of the data entry platform (for tablets). The project team (Corruption Free Universities Project team) has already drafted the questionnaire and sampling methodology. In addition, the project team will design and program the questionnaire for the data entry platform
- **Fieldwork Conduction.** Delivery of training sessions which will be focused on explaining survey methodology and tablet use to data operators/enumerators, as well as clarifying the meaning and content of all survey questions.
- **Quality Control.** The Quality Control activity will include immediate control of the first few interviews conducted by each interviewer, as well as a 10% - 15% random back check of each interviewer's completed interviews.
- **Data Processing, Analysis.** Processing findings and statistical analysis in SPSS. This will serve as the foundation for the initial evaluation of the results and the start of report structuring.
- **Data Reporting.** The project team will provide reporting template and the report will be developed with crosstabulation of each question. Service Provider should implement process of data collection in two research cycles, based on instructions and methodological guidelines that will be provided by Service Purchaser. From Service Provider will be expected to deliver 300 orderly and completely filled questionnaires (expected no. of variables: up to 60) by research cycle in three universities from three different cities in Albania (Tirana, Durrës and Elbasan or Shkoder) – 600 questionnaires filled in total. Research technique is CAPI (Computer Assisted Personal Interviewing). Service Purchaser will deliver questionnaire and clear guidelines regarding sample (accurately determined no. of students per city and faculty), as well as the means for the work to successful applicant.
- Offer that Service Provider deliver should include travel costs as well.

3. Other tasks

- Conduct data collection in full compliance with the research guidelines including ethical requirement
- Oversight of field data operations (implementation of work plan) and conduct supervisory visits for quality assurance.
- Ensure timely transmission of electronic data to the central server.

4. Profile and competencies

For this contract, the research agency/company/NGO/team of individuals are required to put together all efforts to conduct the work. The Consultant/team of experts will decide on the adequate team composition and structure. Core competences to be fulfilled are:

- *At least 3 years of demonstrated experience in research techniques/ data collection/ data analysis*
- *Results Orientation: Plans and produces quality results to meet established goals, generates innovative and practical solutions to challenging situations;*
- *Communication: Excellent communication skills, including the ability to convey complex concepts and recommendations in a clear and persuasive style tailored to match different audiences;*

- *Teamwork: Ability to interact, establish and maintain effective working relations with a culturally diverse team;*
- *Excellent language skills in English/Albanian*

5. Minimum required team profiles

- *One data analyst*
- *Two fieldwork supervisors*
- *Five data collectors*

Data Analyst

- *The data analyst will ensure that the data collected is complete, accurate, and free from errors or inconsistencies.*
- *The data analyst will analyze the data collected to identify patterns, trends, and correlations related to corruption perception among students.*
- *The data analyst will interpret the results of the analysis and present them with graphics*
- *The data analyst will prepare a report according to the reporting template that will be provided by the project team*

The data analyst should have the following profile

- *Previous proven experience with data analysis*
- *Strong analytical skills to be able to collect, analyze, and interpret data effectively.*
- *Strong foundation in statistics and be proficient in statistical analysis tools and techniques.*
- *Excellent attention to detail to ensure accuracy in data collection and analysis.*

Fieldwork supervisors

- *Fieldwork supervisors are involved in the day-to-day data collection. They ensure that the work plan is implemented as foreseen.*
- *Conduct announced and unannounced supervisory visits for quality assurance.*
- *Be available and answer to questions from data collectors related to the implementation of the survey.*
- *Communicate with the CORFU project team on daily basis for the conduct of the survey as well as with data collector.*
- *Verify feasibility of field work plans and ensure that they are implemented as planned.*
- *Ensure that data collection is done in full compliance with the research guidelines including ethical requirements.*
- *Take actions, as required and requested, to improve data quality.*
- *Conduct quality assurance through selective checks of questionnaires stored on the tablets each day and transmitting the filled questionnaires to project server.*

The field supervisors should have the following profile:

- *Previous supervision experiences and involvement in primary data collection*
- *Technical skills and literacy in the use of tablets*
- *Good understanding of methodological aspects and data management*
- *Well-developed communication skills*

Data Collectors

- *Data collectors are responsible to collect the data according to the procedures outlined*
- *They are assisted, and supported by supervisors*
- *They are obliged to keep regular and intensive communication with supervisors as per emerging needs.*
- *CORFU project team enjoys the right to interrupt the work relation with the data collector in case of heavy ethical violation rules and conditions.*

The data collectors should have the following profiles:

- *Understand the importance of ethics in research and its implementation.*
- *Technical skills and literacy in the use of tablets*
- *Willingness to travel also to remote places including overnight stays.*
- *Well-developed communication and interpersonal skills*
- *Ideally: previous data collection experience*

The documents to be submitted for this proposal are:

- Technical proposal, including previous experience, short description of approach & methodology (no more than 3 pages)*
- CV of team members*
- Financial Proposal*

6. Award Criterion

The price is only criteria with 100 points (or 100%)

7. Maximum Budget.

Maximum price for the service (sum for both research cycles) is 5.400 euros. Considering that the call is being delivered to service providers with experience, the price is criterium if all annexes are orderly filled.

- *Service Provider is obliged to provide a report on the finished task that should include all undertaken activities on mail idra@idra.al*
- *Payments will be executed in the following way:*
- *First tranche would be paid 15 days after the day of delivering the database for baseline research*
- *Second tranche would be paid after delivering the database for endline research and approval of final report which should be delivered to project manager*

Should you be interested for the call “**Baseline and endline survey of Albanian university students' perceptions of corruption**” please submit your offer within April 8th, 2023 at the following addresses: elektra.marticanaj@idra.al and idra@idra.al