

**ROMANIA**  
**Integrated Nutrient Pollution Control Project**  
**(INPCP)**  
**Terms of Reference**  
**for**  
**Consulting services for ex-ante, mid-term and final impact assessment,**  
**including social surveys**

## **1. Background**

Romania has received a loan from the International Bank for Reconstruction and Development (IBRD) and a Grant from the Global Environment Facility (GEF) to support the implementation, in the period 2008-2017, of the **Integrated Nutrient Pollution Control Project** (the Project) in selected localities vulnerable or potentially vulnerable to the pollution with nutrients. The overall development objective of the project is to support the Government of Romania to meet the EU Nitrates Directive requirements by (a) reducing nutrients discharges to water bodies, (b) promoting behavioural changes at the communal level, and (c) strengthening institutional and regulatory capacity. The ultimate goal is to reduce over the long-term the discharge of nutrients and other agricultural pollutants into the Danube River and Black Sea through integrated land and water management.

The closing date of the original loan for INPCP t was 31<sup>st</sup> of May, 2017. Following this initial Project, Ministry of Waters and Forests (MoWF) received an Additional Financing (AF) for the Project to finance the costs associated with the scale-up nationwide of the initial Project activities, to be implemented over a 5 years' period. The Additional Financing for scaling-up will broadly maintain the objectives and structure of the Integrated Nutrient Pollution Control Project (INPCP) with slight modifications, intended to reflect the realities of the current situation and lessons learned so far under initial INPCP. The Additional Financing will finance works, goods, services and operating costs and will comprise four components, which are largely the same as in the initial INPCP, with slight modifications: (i) Component 1: Investments in Local Communities to Reduce Nutrient Pollution; (ii) Component 2: Support for Institutional Strengthening and Capacity Building; (iii) Component 3: Public Awareness and Information Support; (iv) Component 4: Project Management.

Through the Additional Financing the overall development objective of the Project became to support the Government of Romania towards meeting the EU Nitrate Directive requirements at a national scale. The proposed interventions will build on the successes and lessons learned from the initial Project as well as from similar projects in Europe and Central Asia and other regions.

The Additional Financing for the Project became effective on 13<sup>th</sup> of April 2017 and it was ratified by Romania through Law no. 46/03 April 2017. Its closing date is March 31, 2022.

The implementing agency of the Project, the Ministry of Waters and Forests, intends to use a part of the Project's funds for organizing a series of surveys, aiming to measure the Project's outcomes and impact, with a special focus on behavioural changes expected to be induced by Component 1 - Investments in Local Communities to Reduce Nutrient Pollution, Sub-component 2.1 – Development of national knowledge and training activities (through providers), as well as support for on-farm demonstrations, to improve compliance, adoption and monitoring of the Code of Good Agricultural Practices to reduce nutrients pollution, and Component 3 – Public Awareness and Information Support. During the life of the second phase (additional financing) of the Project three surveys should be carried out: (i) a baseline survey that will be completed in early 2018 (ii) a mid-term survey to be carried out in 2020, and (iii) a final survey to be carried out in early 2022, by end of the project.

## **2. Objectives of the assignment and specific tasks**

The projects' interventions will be implemented at national level, as well as at local level – commune/city.

The aim of this assignment is to develop and implement a system quantifying the project's results and impact starting from a baseline sociological survey carried out at the start of the project's interventions, which should provide the reference values for the social and monitoring indicators of the project. Through the project's duration another two social surveys will be carried out and compared to the baseline so as to highlight the project's results and impact with a special focus on assessing behavioural changes assumed to be resulting from the Project components: 1 (investments), 2.1 (knowledge hubs) and 3 (public awareness).

In this respect, the Consultant will develop a sociological survey methodology by taking into account the changes occurring in the project's implementation during 2017 and 2022, focusing mostly on:

- (a) A change in the project's area of implementation, from a predetermined area based on vulnerable nitrates zones, which was identified at the start of the project, to the whole territory of Romania, considered vulnerable to nitrates pollution, with no specific knowledge yet of all localities where the INPCP-AF will implement interventions
- (b) Adjusting assessment indicators by also introducing new indicators and indexes
- (c) Concentrating on vulnerable groups or communities with a particular focus on the Roma population, age categories such as young and elderly, women, farmers etc
- (d) Assessing the project's development objectives based on the actual objectives and less on how they are going to be achieved

When developing the research methodology, the Consultant will take into account but will not limit to the following principles:

- (a) The data collection will be comprised of three stages: an initial assessment study (end of 2017), an assessment study at mid-term of the implementation period (2020) and a final assessment study (2022)

- (b) Both a quantitative and a qualitative research are required. The Consultant will identify the representative target groups for the two types of research;
- (c) For the **quantitative research**, the sample should be representative for the national rural area, respectively the communes in Romania. The sample will be layered according to the three regions of Romania (Moldova, Muntenia and Transilvania) and the share of the rural area in each of the region, and probabilistic (quasi-random selection of localities and random selection of households to be included in the sample).

For the selection of localities from which the sample of households will be extracted, it will be used a sampling frame comprising the 173 localities which expressed their interest in being included in the Project and answered the *First call for proposals (finalised on 31<sup>st</sup> July 2017)* by submitting Concept Notes containing investment proposals to be financed by the Project.

From the list of 173 localities, the Consultant will select a sample, representative for the entire rural area, but also for each of the three regions, by taking into account the share of the population, poverty indicators including based on the World Bank's poverty maps, the area of the locality and the type and number of projects submitted for financing, as it can be concluded from the list containing the submitted concept notes proposals (*annexed*).

The total sample will have a maximum margin error of +/- 2% corresponding to a 95% level of trust.

In order to attain representative samples for each region with a maximum margin error of +/-3,5% corresponding to a 95% level of trust, it is recommended that the total volume of the sample to include a minimum of 120 administrative-territorial units as the total number of communes, distributed over the three regions, with a minimum of 25 households in each commune.

If it is well argued, the Consultant may also include in the sample administrative-territorial units which are not included in the call for proposals list.

Additionally, 10 communes with the most similar characteristics to the sample communes (size, relief etc.) will be extracted from each of the three regions. These 30 communes, with a minimum of 25 households in each commune, will represent the control sample or group which will be analysed against the target sample.

In the quantitative research, a statistical data sheet will be filled in for each of the administrative-territorial units included in the target sample, with data representative for the theme from the City Hall's registries.

The final questionnaire and the data sheet for the quantitative research will be developed by the Consultant after the contract is signed. However, a draft questionnaire must be included in the technical proposal.

- (d) The **qualitative research** will include 3 case studies, in-depth interviews conducted with representatives of the city halls from the localities included in the sample, in-depths interviews conducted with a manager from agricultural companies/partnerships located in the researched localities and focus group discussions with community representatives and local civil society organizations – with a particular focus on organizations and representatives working with the most marginalized communities/the

Roma. The 3 case studies will be carried out in 3 of the 10 cities which answered the call for proposals. For each case study, a mix of methods will be used, including at least the statistical data sheet, in-depth interviews with representatives of the city hall and/or local experts in the field of nutrients pollution reduction, as well as interviews with community representatives, including representatives from marginalized communities to understand the agricultural practices they are using and main challenges they are encountering; a secondary analysis of existing statistical data, a content analysis of the city's monograph. During the in-depth interviews the Consultant will seek to validate/invalidate some of the data on nutrient pollution reduction included in the survey, but also to collect some additional data and information on the specific agricultural activity in communes and agricultural companies.

The Consultants will provide a list of indicators for which data will be collected by taking into account the Project's objectives and the impact assessment methodologies.

Minimum requirements for the specifications for the sampling, questionnaires and interviews:

- The data collection technique based on questionnaires and in-depth interviews will be carried out face-to-face and will take place at the residence of the head of the household or at the workplace when representatives of the city hall and of agricultural companies and community-based organizations are interviewed.
- As regards the sampling, the specific rules regarding the primary sampling units, the selection of respondents, the use of reserve lists for replacements etc., will be followed.
- For the implementation of data collection tools, the three minimum visits required (in 3 different days, if the owner is not at home), the response rate of at least 70%, the necessity to return, if the questionnaires are incomplete will be considered.
- The Consultant will propose control methodologies for data collection and data quality validation, including control of the location and identity.
- The questionnaires and the other tools will be pretested on a minimum of 30 respondents.

The above specifications must be considered as minimum requirements to be included in the technical proposal.

The Consultant will include in the technical proposal a list of procedures for data quality control and assessment.

### **3. Outputs and deliverables**

#### **Initial study:**

Report no. 1 – the report includes the research methodology and the list of indicators for which data is to be collected according to the Project's objectives and the impact assessment methodologies

Report no. 2 – intermediary report regarding the collection, validation, analysis and interpretation of data

Report no. 3 – the final report including data interpretations

The databases for the total sample and the four sub-samples (Moldova area, Muntenia area, Transilvania area and the control sample).

**Mid-term study:**

Report no. 1 – the report includes the updated research methodology;

Report no. 2 – intermediary report regarding the data collection and the obtained results

Report no. 3 – the final report including data interpretations

The databases for the total sample and the four sub-samples (Moldova area, Muntenia area, Transilvania area and the control sample).

**Final study:**

Report no. 1 – the report includes the updated research methodology;

Report no. 2 – intermediary report regarding the data collection and the obtained results;

Report no. 3 – the final report including data interpretations;

The databases for the total sample and the four sub-samples (Moldova area, Muntenia area, Transilvania area and the control sample).

All reports will be submitted in two hard copies format in Romanian and two hard copies format in English, signed by the elaboration team and approved by the Consultant's management, as well as in electronic format (pdf and editable Word file formats) on CD. The databases and the frequency tables for all parameters included in the questionnaires will be submitted electronically on CD, in SPSS and Excel file formats. The original questionnaires and in-depth interviews sheets will be submitted.

**4. Consultant's Profile:**

The Consultant should be an eligible consulting firm, specialized in surveys, or an association of such firms having extensive expertise. Education institutions, research and development institutes, universities, NGOs may be associated only as sub-consultants. The Consultant should demonstrate a relevant general professional experience and a good specific experience, proving the fulfilment of at least the following conditions:

1. Have previous experience in working with large samples (volumes higher than 3200 cases).
2. Have previous experiences in collecting data at national level.
3. Have its own network of fieldwork research operators.

The Consultant shall assign at least the following **Key Personnel**:

**Team leader/project manager**

- relevant university degree in sociology;
- at least 20 years of experience in the field of social and marketing research;
- previous experience as Team Leader/Project Manager in at least two similar projects;
- good reporting skills.

**3 experts in development and implementation of methodology, analyses and evaluation of social researches**

- relevant university degree in sociology or economics;
- at least 10 years of experience in designing and conducting surveys on nationally representative samples;
- previous experience in at least two similar projects;
- good written and oral communication skill.

**1 data bases expert**

- relevant university degree in ITC sciences, economics, mathematics, engineering;
- at least 10 years of experience in creating and managing data bases for social and marketing researches;
- previous experience in at least two similar projects in which databases in SPSS format were used;

**4 coordinators of the fieldwork research operators networks**

- relevant university degree in social sciences;
- at least 5 years of experience in coordinating the fieldwork research networks of social and marketing researches;
- previous experience in at least two similar projects;
- good written and oral communication skill;
- solid knowledge of the Romanian realities

*Support and backstopping staff will be provided, as necessary, for an uninterrupted and quality performance of services.*

**5. Duration of the assignment**

Tentatively, it is expected that the Consultant to carry out the services for a period of about 180 working days (nine months) spread over a period between end 2017 and beginning 2022 as follows:

- 65 working days for the Baseline Survey (between end 2017 and beginning 2018)

- 45 working days for the Mid-Term Survey (in 2020)
- 70 working days for the Final Survey (beginning of 2022)

The Consultant should start the activities within 5 days as from the contract signature or after the notification received from the Client as case may be.

## **6. Consultant's obligations**

The *Consultant* shall be responsible for:

- Arranging living accommodations and transportation for its staff, as needed;
- Training and deploying surveyors to the field;
- Provision of secretarial services;
- Any cost incurred for accommodation outside base office;
- Printing and copying of questionnaires, reports and other documents and communication.

The Consultant will assure local staff for this assignment, in order to assure a minimum level of the reimbursable costs under this Contract.

## **7. Facilities provided by the Client:**

The Client (MWF) will provide access to the existing data and information, related to the scope of work, as reasonably required by the Consultant in order to perform the tasks under this assignment.

## **8. Documents to be consulted**

For an appropriate understanding of the objective of this assignment, the Consultants may consult the reports regarding the initial study, mid-term study and final study carried out in 2008-2016 for the original project, as well as the Project Appraisal Document for the INPCP-AF.

## **9. Institutional arrangements**

The Consultant will act under the supervision of the INPC-PMU and will closely communicate with the Technical Specialists and Monitoring and Evaluation Specialist of the INPC-PMU.

Such communication and contact shall not only be limited to Consultant's obligations, but the liaison shall be adequate to keep the involved parties generally informed on all key matters relating to the costs, quality and progress of the assignment.

*Client's Coordinator:* The Ministry of Waters and Forests designates the Monitoring and Evaluation Specialist within the INPCP PMU as the Client's Coordinator. The Coordinator will be responsible for the coordination of activities under this assignment and for receiving and approving invoices for payment after the acceptance and approval of the reports, and of other deliverables by the Client's nominated representatives.