

RESEARCH BRIEF ON TRAINING ASSESSMENT

1. Background

Include relevant information which is necessary.

The purpose of this assignment is to carry out an independent assessment of the effectiveness of the training programmes, and to assess the impact of the training on practice and decision-making.

2. Study objectives

The objectives of the training impact assessment are:

- 1) To conduct an independent assessment of the effectiveness of the training/orientation/workshop in order to make informed recommendations to strengthen its design and delivery (including materials, methodologies, indicators and logistics).
- 2) To conduct an independent assessment of the impact of the knowledge and skills development resulting from training/orientation/workshop among different stakeholder across the sanitation value chain. The purpose of the impact assessment is to identify the gaps and strengthen the evidence base for future programming.

Indicators to monitor and evaluate training are categorized on two levels:

- a) Assessment of the effectiveness of training by comparing learning objectives against learning outcomes.
- b) Assessment of the impact of the training.

3. Study scope

The selected agency will be responsible to assess the impact of the following trainings:

In the table below, provide the title of the training programme and the participants for whom it was intended for.

S. No	Training details	Participants
A.		
B.		
C.		

S. No	Training details	Participants
D.		
E.		

For each of the training programmes listed, provide details including the overall objectives, learning objectives, total number of participants attended, etc

4. Scope of work

The implementing agency will be responsible for the following: development of questionnaire/interview guides, recruitment and training of interviewers; study design; training of field teams, data collection, quality checks, cleaning and entry; data analysis, presentation of findings (PowerPoint) and submission of a final report in Ms Word.

[Mention name] will share the training modules and the list of participants with the selected agency.

5. Deliverables

- Final questionnaires/interview guides
- Field plan
- Weekly status report
- Transcripts of all interviews
- Cleaned data in Excel (quantitative/qualitative)
- Final report, including at least:
 - An executive summary of the rationale for the assessment, the approach and methodology applied, and the main findings and recommendations.
 - An assessment of the effectiveness of the training/orientation/workshop among different stakeholders across the sanitation value chain (assess training objectives against learning outcomes).
 - Recommendations with respect to design and delivery of the training/orientation/workshop
 - An assessment of the short and long term impacts of the knowledge and skills developed (as a result of the training/orientation/workshop) on the wider
 - Recommendations with respect to strengthening the impact of the training/orientation/workshop among different stakeholders.
- Findings power point presentation

6. Responding to the RFP (Request For Proposal)

The response to the RFP must include a **technical** component that discusses the following: research objectives, detailed approach and methodology to conduct the assessments design, detailed time and activity schedule, etc.), monitoring plan, quality checks, ethical issues, timelines, etc. The **financial** component must include total cost, out-of-pocket and other expenses with a break-up by cost heads, and taxes as applicable.

7. Proposal evaluation

Proposals will be evaluated by the [Mention name] with a direct stake in the research. The criteria for evaluating proposals are:

- Technical Component: Research methodology including work plan
- CVs of proposed research and field teams: [Mention name] expects that the team mentioned in the proposal will ultimately work on and be responsible for this study. It is expected that the team will ensure that time and cost targets are met.
- Financial component: Detailed cost quoted for conducting the study.

8. Closing date:

A soft copy of the proposal including team members' CVs must be emailed to [Mention email id] latest by [Mention date]. Queries relating to the technical or financial component or any other subject may be addressed to the same email id.

9. Timeline:

Selection of agency	:
Data collection to begin	:
Presentation of findings	:
Submission of final report	: