**Qualitative evaluation of the impact of self-help groups on women’s economic and social empowerment in India**

**Proposal form for qualitative evaluation grants**

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| 1. **BASIC DETAILS** | |  |
| **1.a. Number of the grant submission** *(To be filled by 3ie)* | | |
| Click here to enter text. | | |
| **1.b. Title of the proposed study**  (*Please include keywords and the state(s) where the study will be implemented in the title*) | | |
| Click here to enter text. | | |
| **1.c. Which research question(s) will you evaluate?**  *(Please refer to the section on scope of the proposals in the request for proposals document. You can submit a proposal for both research questions. However, please submit a separate proposal for each question. )* | | |
| Click here to enter text. | | |
| **1.d. Proposed duration of grant in number of months** | | |
| Proposed start date (*MM/YYYY*) | Click here to enter text. | |
| Proposed end date (*MM/YYYY*) | Click here to enter text. | |
| **1.e State(s) in which the evaluation is proposed to take place** | | |
| Click here to enter text. | | |

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| 1. **ORGANISATIONAL INFORMATION** | | | | |
| **2.a. Implementing agency or programme to be evaluated** | | | | |
| Name of implementing agency(ies) for the intervention or programme that is being evaluated | Click here to enter text. | | | |
| Type of organisation | Choose an item. | | | |
| Name of the intervention or programme | Click here to enter text. | | | |
| Web address of the implementing agency and/or intervention, if available | Click here to enter text. | | | |
| **2.b. Proposed grant-holding organisation** | | | | |
| Legal name | Click here to enter text. | | | |
| Type of organisation | Choose an item. | If other,  please specify: | | Click here to enter text. |
| Division or department | Click here to enter text. | | | |
| Country of legal registration | Click here to enter text. | | | |
| Website | Click here to enter text. | | | |
| Organisation’s legal status | Choose an item. | If other, please specify: | Click here to enter text. | |

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| **Verification** | |
| We verify that the organisation is legally eligible to receive grants from organisations in other countries and from 3ie. | ☐Yes |

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| **2.c. Conflict of interest declaration** | |
| Are you aware of any interests arising from research, financial, or personal reasons that might lead to biases in your work? | ☐Yes |
| If **yes**, please list these below  *(****Maximum:*** *200 words)* |
| Click here to enter text. |

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| **Verification** | |
| We certify that we have reviewed 3ie’s grant agreement documents available on the 3ie website and confirm that the grant-holding organisation agrees to the terms of the documents. | ☐Yes |

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| **3. APPROVALS** | |
| **3.a. Necessary approval for the study** | |
| It is the responsibility of the study team to provide all necessary approvals before the start of the study, whether obtained from the researchers, the grant-holding agency, and/or the intervention implementing agency. | |
| Is government approval required for the implementing agency to participate in the evaluation and to coordinate with the research team? | ☐Yes  ☐No |
| 3ie requires all funded evaluations to have acquired an ethical approval. Please specify the institution to which you propose to submit an ethical approval request to? | Click here to enter text. |

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| **4. PROGRAMME / INTERVENTION** |
| **4.a. Programme or intervention description and key questions** |
| This section should include a detailed description of the programme or intervention for which you are proposing this evaluation. Please mention how long the programme has been in place and the actors involved in programme implementation. Drawing from existing programme documents, please comment on the existing state of programme implementation. This section should specify the key questions that you aim to answer.  ***(Maximum***:*800 words)* |
| Click here to enter text. |
| **4.b. Context and relevance** |
| Please describe:   1. The cultural, social, economic, ethnic, geographic, infrastructural and institutional setting. Please include in this a discussion on existing social norms, the status of women and SHGs and their federations. 2. Why this intervention or programme is relevant in the context that it is being planned for or implemented. You may refer to existing literature for this.   ***Maximum***: 500 words |
| Click here to enter text. |

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| **5. PROGRAMME THEORY OF CHANGE AND EVALUATION METHODS** |
| **5.a. Proposed programme theory of change** |
| Please describe the theory of change of the programme or intervention. The theory of change should clearly lay out the assumptions underlying each link between the results frameworks main elements, validated by explicitly stating the evidence, theory or theories to be tested that underpins them, with particular attention to gender determinants, all of which will reflect a thorough socioeconomic and political understanding of the context. Please include the inputs, outputs, outcomes, impacts and risk assumptions of the programme logical framework. Explain the intervention components as well as the assumptions. (To supplement the explanatory text, you have the option of adding a diagram.)  *The theory of change presents the hypothesised causal pathway linking the inputs and activities of the intervention to its intended outputs and outcomes in the short- and long-term. It also explicitly states the assumptions that inform each link in the pathway and the theory underlying each stated assumption. You may want to refer to* [*3ie’s guidance on using theory for impact evaluations*](http://www.3ieimpact.org/en/evaluation/working-papers/working-paper-3/) *while completing this section.*  ***Maximum***: 900 words |
| Click here to enter text. |
| **5.b. Evaluation methods for priority questions** |
| 1. Please describe the proposed evaluation methods and tools that you will use to answer each of the key questions listed in Question 4.a, including issues of sampling, triangulation and quality assurance. 2. Explain how these methods and tools will be used to answer the key questions. Why are these appropriate to answer the key questions? Where relevant, include a discussion on how this will enable an analysis by caste and/or ethnic groups. 3. Please describe your conceptual and analytical frameworks for analysis. 4. Please include a clear explanation of all indicators that will be reported. 5. Please describe your data sources. If you plan to use any supplementary data sources mention these here. Please refer to the section on characteristics of a successful proposal for an indicative description of methodology that may be considered.   ***(Maximum***: *800 words)* |

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| **6. ACTIVITIES** |

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| **6.a. Activities** | |
| Please describe the key activities that will be undertaken in order to carry out the study in chronological order. This section should also describe the coordination necessary with the implementing agency and should closely align with the timeline described in the request for proposals.    ***(Maximum****: 500 words)* | |
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| **6.b. Implementation feasibility** | |
| This section should explain implementation feasibility of the study. Please include a justification of why it is feasible to implement the study.  ***(Maximum****: 300 words)* | |
| Click here to enter text. | |
| **6.c. Ethical issues** |
| Please explain any ethical issues related to the evaluation, including issues that may arise during implementation. How will these be addressed by the study team? (*Where relevant, these may relate to ethical risks)*  ***(Maximum****: 500 words)* |
| Click or tap here to enter text. |

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| **7. POLICY RELEVANCE** |
| **7.a. Policy relevance** |
| Please describe the process employed by the team while preparing this proposal that ensured the involvement and engagement with the agency implementing the programme or policy.  ***(Maximum***: 200 words) |
| Click or tap here to enter text. |
| **7.b. Potential for uptake of evidence in policy or programming** |
| Please indicate the relevance of this qualitative study for stakeholders, beyond those identified in the request for proposals, who may find the evidence useful to inform their programme design or policies?  ***(Maximum:*** 250 words)  ***(Maximum****: 300 words*) |
| Click or tap here to enter text. |

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| **8. DELIVERABLES AND BUDGET** |
| **8.a. Work plan and deliverables** |
| 3ie grant agreements include a deliverables schedule that combine regular reporting requirements with technical outputs for the deliverables, against which tranches of the grant are paid.  There will be three tranche payments. The first payment will be at grant signing. The second tranche payment must be supported by (1) one or more evaluation deliverables; and (2) the funds utilisation report. The final tranche payment must be supported by (1) the final qualitative evaluation report, (2) a progress report that includes study and engagement related activities and a fund utilisation report.  Applicants must propose the specific technical deliverables for the desired tranche payments. *(In the grant agreement, all due dates will be stated as the number of months from the grant effective date based on the information provided here)*. Select zero per cent for the unnecessary rows. Tranche percentages must add up to a total 100 per cent. 3ie mandates that the first tranche payment cannot be more than 30 per cent of the total grant and the last tranche at least 10 per cent. |

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| **8.b. Summary of resources required for project** | | | | |
| Please download the Excel© budget template from the website. Complete the budget according to the budget guidelines provided on the website, while paying careful attention to the 3ie direct and indirect cost policies on the 3ie website.  *Please submit the budget and budget narrative document using the guidelines available on the website and in the RFP. Enter the amounts from the financial summary worksheet in the table here.* | | | | |
| **Fund heading** | **3ie contribution** | **Other contributions** | **Total** | **Total (%)** |
| **Personnel** | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| **Consultancy** | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| **Travel** | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| **Survey cost** | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| **Office expenses** | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| **Equipment** | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| **Sub-grantee direct cost** | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| **Grantee indirect cost** | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| **Sub-grantee indirect cost** | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| **Total** | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |

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| **8.c. Other financial support** |
| List and describe the source of and amount of any additional financial support that you have received or expect to receive for the proposed study from other sources.  ***(Maximum****: 250 words)* |
| Click here to enter text. |

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| **9. PRINCIPAL INVESTIGATOR/S AND STAFF** | | |  | | | | |
| **9.a. Contact information** | | | | | | | |
| Communication regarding this application, and if awarded the grant, will be sent to the contact person and the authorised contract signatory. Please provide postal addresses for both these individuals, in addition to the information requested below. To fill in postal addresses, please click on the ’Address’ next to the added record. The applicant may also designate one additional contact person to be copied on email communication only. | | | | | | | |
| **Name\*** | **Job title\*** | **Role\*** | | **Email address\*** | **Postal**  **address\*** | **Contact phone number\*** | **Skype ID, if available\*** |
| Click here to enter text. | Click here to enter text. | Choose an item. | | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
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| **9.b. Staff duties** | | | | | |  | | | | |
| Please present the names, roles and responsibilities of each post, including for all key personnel for the implementation and evaluation of the study in the table below. If the individual’s name is not yet known, please indicate the position, such as ‘research assistant’. All principal investigators (PI) and principal implementers named in the application will be named as PIs in the grant agreement, and changes will be subject to requests for Letters of Variation.  Curriculum vitae (CV) for each of the named PIs and principal implementers, including the lead PI named in the contact information section below, must be included in the proposal submission. Each CV should not exceed three pages and should highlight the following information:   * Research experience and up to three publications directly related to scope of this RFP, including qualitative studies, ideally with a focus on the geographic and sectoral context in which the proposed research will take place. * Information on whether PIs have previous experience of successfully communicating findings from their research and facilitating evidence uptake. * A history of collaboration with PIs from low- and middle-income countries (L&MIC), researchers, and research or academic organisations should be highlighted.   To be acknowledged as a Indian researcher or implementer, all three of the following conditions need to be fulfilled:   * The team member must be an Indian national * The team member must be physically located in India * The team member must to be affiliated to an organisation that is registered in India   **Please note that 3ie requires that there be at least one Indian researcher in the evaluation team and they need to be involved in a substantial capacity. Please pay special attention to describing the duties of this team member.** *Please add additional rows if necessary.* | | | | | | | | | | |
| **Role** | **Job title** | **Name** | **Email** | **Primary organisational affiliation** | **Number of days devoted to working on the project** | | **Duties of the person** | **Contact details, including phone number and/or Skype ID** | **Country of the primary organisation** | **Is it an L&MIC?** |
| Choose an item. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | | Click here to enter text. | Click here to enter text. | Click here to enter text. | ☐Yes  ☐No |
| Choose an item. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | | Click here to enter text. | Click here to enter text. | Click here to enter text. | ☐Yes  ☐No |
| Choose an item. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | | Click here to enter text. | Click here to enter text. | Click here to enter text. | ☐Yes  ☐No |
| Choose an item. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | | Click here to enter text. | Click here to enter text. | Click here to enter text. | ☐Yes  ☐No |
| Choose an item. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | | Click here to enter text. | Click here to enter text. | Click here to enter text. | ☐Yes  ☐No |
| Choose an item. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | | Click here to enter text. | Click here to enter text. | Click here to enter text. | ☐Yes  ☐No |
| Choose an item. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | | Click here to enter text. | Click here to enter text. | Click here to enter text. | ☐Yes  ☐No |

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| **9.c. ADDITIONAL DOCUMENTS TO INCLUDE** |
| **CVs**  CVs of all listed team members with a focus on work that is related to livelihoods, self-help groups and women’s empowerment in similar contexts as the study |
| **Past publications**  Copies of up to three evaluation reports or publications relevant to this call, with the proposed PIs as named authors. |
| **Budget:**  Document with the budget narrative; detailed budget in an Excel© worksheet using the 3ie budget template. |
| **Theory of Change:**  Document showing the theory of change of the programme or intervention to be evaluated (optional). |
| **Other documents (please refer to RFP for the full list of documents to be submitted with your proposal)** |