

Request for Proposal (RFP)

1.0 Introduction

World Vision Inc. (WVUS) is seeking an organization to perform the work described in Exhibit A, Scope of Work.

2.0 Timeframe of RFP

Activity	Dates
Release of RFP document	April 24, 2018
Q&A Question Submission Deadline	May 1, 2018
Q&A Answers Provided	May 7, 2018
RFP responses due	May 18, 2018
WVUS response review / consultant selection	May 30, 2018
Estimated Subgrant Start Date	June 15, 2018
Deliverables/Subgrant Complete	January 15, 2019

3.0 Instructions for RFP Responses

The World Vision US (WVUS) point of contact for this RFP process is:

Danielle McCadden
 Program Manager
dmccadden@worldvision.org

1. Any questions associated with the requirements of this RFP process will be addressed in the Q&A period listed above in section 2.0 Timeframe of RFP.
2. Email one (1) soft copy of the proposal by the date and time to the WVUS contacts identified above.
3. Following the Q&A period, if you do not intend to **participate in** this RFP process, please notify the individuals listed above, at your earliest convenience.

4.0 Conditions for RFP Responses

1. All responses and supporting documentation shall become the property of WVUS and will not be returned.
2. WVUS ultimately reserves the right throughout this process to select any servicing option that best meets its business requirements regardless of this process.
3. Respondent agrees to the following conditions in participating in this process:
 - Neither issuance of this RFP nor receipt of proposals represents a commitment on the part of WVUS.
 - WVUS will not be responsible for any costs incurred by respondents in the preparation of any materials or presentation relating to this process.
4. Neither party shall use the name of the other in publicity releases, referrals, advertising, or similar activity without the prior written consent of the other.

5.0 RFP Response

Please provide a written proposal, addressing each of the areas below. Proposal should be no more than **15 pages**, including all attachments and appendices.

5.1 Organization Overview

Number	Description
5.1.1	Provide your organization's full name, corporate address, and telephone number.
5.1.2	If applicable, provide a list of any subcontractors that the organization will use to provide the services requested in Exhibit A. Include the work that each proposed subcontractor will perform.
5.1.3	Describe any conflicts of interest that you or your organization may have (or your subcontractors may have) in performing the work described in Exhibit A.
5.1.4	Provide a capacity statement to undertake this request.
5.1.5	Describe the organization's relevant experience and related work that demonstrate that the organization meets the "Selection Criteria" listed in the Scope of Work in Exhibit A.

5.2 Technical proposal

Number	Description
5.2.1	Please describe the process, methods, and timeline your organization proposes to use in addressing the requirements in the Scope of Work in Exhibit A.

5.3 Budget

Number	Description
5.3.1	Please include a detailed budget for the work described in Exhibit A. Include a breakout of the level of effort, daily rate(s), other direct costs and all applicable indirect cost rates. Daily rates and indirect cost rates not included in your proposal cannot be accepted after the fact. Budgets should be submitted in Excel.

6.0 Evaluation

Criteria for proposal review and selection

Number	Description	Weight
1	Organization Overview	20
2	Program Proposal	60
3	Budget	20

1. WVUS will evaluate proposals and select a subgrantee at its discretion. WVUS will utilize the evaluation categories listed above. Please note that WVUS reserves the right to modify its evaluation criteria by adding or deleting elements at WVUS' sole discretion.
2. WVUS will carefully evaluate all proposals received that it believes demonstrate significant alignment with WVUS' goals and requirements.
3. Issuance of this RFP, the preparation and submission of proposals by respondents, and the subsequent receipt and evaluation of proposals by WVUS shall not commit WVUS to award a subgrant to anyone. Furthermore, in no event shall choosing an organization for presentation, negotiations, or otherwise be construed to create any legal obligations on the part of WVUS.

Exhibit A

SCOPE OF WORK

Development or adaptation of an instrument for assessing youth assets and identifying youth who might be at risk of engaging in irregular migration, violence, or illegal activities for use in the Community Roots Project.

INTRODUCTION

World Vision, in collaboration with Research Triangle Institute International (RTI) as the subgrantee, is implementing the USAID-funded Community Roots Project in Guatemala. This five-year project aims to address the key underlying causes of violence and irregular migration among under-aged Guatemalans through holistic violence approaches, contributing to the Government of Guatemala (GoG) and the United States Government (USG) objectives of promoting development and decreasing violence in targeted areas.

The Community Roots Project has four main objectives:

1. Through Community Violence Prevention Commissions, address community level responses to reducing violence and irregular migration.
2. Through Municipal Violence Prevention Commissions, support actions that will impact violence reduction and irregular migration through municipal actions.
3. Promote the involvement of private business at the community, municipal and national levels to address their effective participation in innovative approaches to violence prevention and reduction of irregular migration.
4. Provide targeted support to youth ages 8 to 24 who are at risk of engaging in or becoming victims of violence or irregular migration, with the objective of increasing their developmental assets and thus reducing their vulnerability to falling victim to crime, violence or irregular migration.

The technical approach of the Community Roots Project is community based. It includes primary prevention interventions that address the needs of the community at large as well as secondary prevention interventions that are targeted to youth who are identified as being at higher risk of engaging in or becoming victims of violence or irregular migration. This approach is part of World Vision's systems approach to child protection and aims to ensure that the child remains at the center of interventions.

CONTEXT

A variety of push and pull factors likely influence individual behaviors related to violence and irregular migration. Some people decide to migrate irregularly in order to escape high rates of violence. Others leave primarily in search of better economic opportunities. The relatively high rates of irregular migration contribute to a culture in which irregular migration is viewed as normal, and potentially beneficial, and is thus something that many are willing to consider.

Over the past decade Guatemala, Honduras, and El Salvador have become some of the most violent in the region and the world. Although Guatemala has experienced a downward trend in homicides, it is still ranks as the third highest rate in Central America with 26 homicides per 100,000 people.

The U.S. Border Patrol collects data on apprehensions of people trying to migrate into the United States irregularly. In FY17, a total of 415,191 individuals were apprehended at the Southwestern border of the United States. This was a decrease from 563,204 in FY2016. However, at the end of 2017, numbers of family units and unaccompanied children (UAC) showed monthly increases.

However, those Guatemalans who manage to make it into the United States continue to support their families left behind in Guatemala through remittances. These remittances continue to play an important role in the Guatemalan economy and in the lives of those who receive these funds. Data from the Banco de Guatemala indicates that in 2017, \$ 8,192,213 in remittances were received in Guatemala, representing a 14% increase over the \$ 7,159,967 received in 2016. The combination of increased remittances and continued apprehensions at the Southwestern border of the US indicates that irregular migration continues to be a possibility that Guatemalans are willing to consider.

TECHNICAL PROGRESS TO DATE

The Community Roots Project is working in regions of Guatemala that have particularly high levels of violence, external migration, or both. The project has followed a participatory site selection and community entry process, in which the project was presented to and approved by several layers of government authorities at the municipal and community level, and by community members themselves. The project has been accepted by 80 communities located in four departments and 23 municipalities in Guatemala. The departments include eight municipalities in the Department of Chiquimula, which has a high rate of violence. The project also plans to work in three more municipalities in the departments that border on Chiquimula. The Project will work in five municipalities in the Department of Huehuetenango, five municipalities in the Department of San Marcos, and two municipalities in the Department of Quetzaltenango which have high levels of irregular migration and of violence.

To identify candidates for more specialized secondary prevention interventions, the project is using the Developmental Assets Profile (DAP), an instrument developed by the Search Institute, as well as a risk scale. The DAP measures the internal strengths and external supports that influence a youth's success in school and in life¹. It has been widely tested and validated among youth ages 8-18 in countries around the world, including in Central America. It consists of 58 items with Likert Scale responses that are grouped into eight asset categories. The Community Roots Project plans to use the DAP as a pre-test and post-test tool. At pre-test, the tool will be used to assess youth assets and develop a targeted plan for each individual that aims to strengthen his or her assets in areas where the assets are low. The tool will be used again as a post-test measure to see if his or her developmental assets have increased.

The project has created an abbreviated form of the DAP that is intended to be used to understand general trends in assets among youth in areas where the project is working. During community entry activities, the project invited youth ages 8-24 to take this abbreviated form of the DAP, which consisted of 26 questions from the standard DAP, as well as four questions that the project developed related to an individual's intent to migrate. The project has administered this abbreviated DAP to over 2,000 individuals, and a subset of these have also responded to the migration questions. The project intends to use this data to make programming decisions. Where there is a general trend of youth showing lower scores in certain asset categories, the project can begin planning interventions that are designed to improve assets in those categories.

The project is in the process of developing a risk scale that can assess an individual's risk tendencies for becoming involved in violence, crime, drug use, excessive alcohol consumption, and related behaviors. This scale is being developed based on other instruments that have been studied and applied in the region. The project will begin validating this tool in June 2018.

As the project begins enrolling individuals, they will take the standard 58-question DAP as well as a risk tool and will be encouraged to participate in particular interventions based on the results of these tools.

¹ The Search Institute, <https://www.search-institute.org/surveys/choosing-a-survey/dap/>

PURPOSE OF THIS SCOPE OF WORK

The information provided by the DAP provides critical information for Community Roots Programming and measurement. The project has identified additional needs for a diagnostic tool or tools that will provide information beyond what the DAP was designed to measure. As such, the project is seeking to assess whether the standard DAP could be used for additional purposes, to develop additional questions that could be added to the DAP to identify youth at risk of engaging in particular behaviors, and/or develop an additional tool that meets these project needs.

In a context where there are many factors “pulling” youth to migrate irregularly and to engage in illegal activities, the project wants to have a way of assessing which youth may be more likely to engage in such behaviors, in order to more effectively target interventions to them. The project would like to identify whether there are questions within the standard DAP which are theoretically associated with these behaviors. It may be necessary to develop a set of additional questions or a separate tool which is specifically designed to assess this.

While the DAP has been designed and validated for youth ages 8-18, the project is working with youth who range in age from 8-24. As such, the project has need of a tool or tools designed for the 19-24 year-old age range a) both provides an assessment of assets similar to the standard DAP; and b) provides an assessment of whether a youth is at risk of engaging in irregular migration or in illegal activities.

Objectives

1. Conduct a literature review to identify factors and assets that are associated with irregular migration, participating in illegal activities, and perpetrating violence for children and youth ages 8-24.
2. Develop a theoretical framework for factors and asset categories (or lack thereof) that might be associated with propensity to migrate irregularly, engage in illegal activities, and perpetrate violence.
3. Based on the theoretical framework, identify questions or asset categories within DAP that theoretically could be associated with or predictive of likelihood of migrating irregularly in the future for children and youth ages 8-12, 13-18, and 19-24 (age categories may be adjusted based on results of literature review).
4. Based on the theoretical framework, develop a set of questions that address aspects not already covered in the DAP that theoretically could be associated with or predictive of likelihood of migrating irregularly in the future for children and youth ages 8-12, 13-18, and 19-24 (age categories may be adjusted based on results of literature review).
5. Develop a tool similar to the DAP that is designed to measure assets among youth ages 19-24. This may involve conducting a literature review, reviewing existing tools, adapting existing tools, or creating a new tool.
6. Design and carry out a pilot test to validate the new tools.
7. Analyze responses and adjust scales measurement system to align with objectives and identification of the variety of services that could support potential for change in behavior.
8. Analyze the results of the abbreviated DAP conducted by the Community Roots Project to understand the worthiness of the data for programming services.

TIME FRAME

The Project anticipates that this work will take about 6 months to complete. The process will be carried out simultaneously with the project’s implementation of secondary intervention activities.

SELECTION CRITERIA

Organizations interested in this opportunity should demonstrate that they meet the following criteria:

1. Represent an institution which has demonstrated experience in psychometric testing.
2. Have demonstrated knowledge of the developmental elements required, according to literature and applied sciences, for a child, youth or young adult to be able to successfully navigate the multiple challenges involved in their own development as seen through the lens of their family and community environment.
3. Familiarity with a Child Protection focus for program development.
4. Have validated psychometric materials and processes in Central and South America.
5. Can provide quick turnaround of results.

HOW TO APPLY

Firms or service providers that meet the requirements outlined above are invited to submit proposals to World Vision at dmccadden@worldvision.org **no later than 8:00pm DC time, May 18, 2018.**

Submission should include the following:

1. Organization overview
2. Technical Proposal
3. Budget