
Terms of Reference

Qualitative Study on Access to Services for Women with Disabilities

About us

With more than 30 years of experience, Cowater International is Canada's global leader in management consulting services specializing in international development. Cowater International is managing the Australia-Cambodia Cooperation for Equitable Sustainable Services (ACCESS) Program. ACCESS is an Australian Government initiative to improve the sustainability, quality and inclusiveness of services for persons with disabilities and for women affected by gender-based violence (GBV) in Cambodia.

ACCESS reflects Australia's strong commitment to supporting human rights, gender equality and disability-inclusive development in our region. ACCESS works in partnership with the Royal Government of Cambodia to support the implementation of the National Action Plan to Prevent Violence Against Women (NAPVAW) and the National Disability Strategic Plan (NDSP).

Background

ACCESS overall goal is to improve access to quality, inclusive and sustainable services for persons with disabilities and for women affected by violence. The program provides direct technical assistance to our government partners including the Ministry of Women's Affairs (MoWA), the Ministry of Social Affairs, Veterans and Youth Rehabilitation (MoSVY), including its Welfare Department for Persons with Disabilities (DWPD) and the Persons with Disabilities Foundation (PWDF), the Disability Action Council- Secretariat General (DAC-SG) and the Ministry of Economy and Finance (MEF). The Program also works closely with 14 implementing partners across the gender-based violence and disability sectors.

During the first two years of implementation, we have identified a need to look more deeply into specific barriers faced by women with disabilities in accessing key GBV and Disabilities services. Indeed, Women with disabilities proved to be at a higher risk of violence compared to women without disabilities and may also be less likely to access the services they need. In a recent survey from our implementing partner ADD International among 87 members (78 women) of

Disabled People's Organisations, 2 in 5 respondents reported that they are at an increased risk of violence during COVID-19 .

Similarly, data shows that only a quarter of women with disabilities access physical rehabilitation services compared to men with disabilities and their access is impeded by costs of transportation, distance and preoccupations with household chores.

The proposed qualitative study will serve to build a more comprehensive understanding of current barriers (including those specific to COVID-19 pandemic), as well as facilitators, to access to services for women with disabilities and to draw practical recommendations on ways to address these barriers or reinforce enablers. The findings of the study will be shared with ACCESS RGC partners and implementing partners in order to inform the program planning and implementation for the remaining two years of the program.

Scope of Role

Reporting to the ACCESS Gender and Social Inclusion Officer, the consultant/consultancy team will refine the study methodology in close collaboration with ACCESS GBV and Disability Strategic Advisors, and implement the study.

The Study will focus on access to the following services¹ including but not limited to:

- For GBV:
 - Counselling
 - Health care, including forensic examinations
 - Legal information and representation
 - Safe shelter
 - Livelihood support

- For Disability: access to physical rehabilitation services provided by 11 Physical Rehabilitation Centres and including:
 - Assistive device provision: Prosthesis, orthosis, wheelchair, crutches
 - Physiotherapy
 - Social counselling
 - Outreach

The study will identify, and document barriers/enablers faced and perceived by women with disabilities as well as barriers/enablers faced/perceived by service providers in responding to the needs of women with disabilities. The study will also look at the person's immediate environment and family support. Findings should also identify limitations and different types of barriers experienced by persons with different impairment.

The study is expected to include Focus Group Discussions (FGD) and Key Informant Interviews (KII) as data collection methods, however, the consultant/consultancy team is strongly encouraged to propose alternative methods to ensure accessible processes for people with different forms of disabilities- ie stories, images, pictures to generate more personal

¹ Note that ACCESS is conducting an assessment of COVID=19 impact on provision of essential GBV services that will provide complimentary information.

experiences. We expect that inclusive and accessible approaches will be used that take into account the level of education – literacy, personal confidence, cultural factors, communication preferences and barriers that may influence openness and willingness of diversity of informants to participate.

The target geographic locations are limited to 7 provinces/capital including Phnom Penh Capital, Kampong Cham, Siem Reap, Kampong Speu, Prey Veng (Rehabilitation only), Kratie (Rehabilitation only) and Takeo (Rehabilitation only)

Tentative sample is summarised below:

Province/capital	PRCs staff (KII)	Health providers (KII)	Legal service providers (KII)	Counselling/GBV social support (KII)	Women with Disabilities Federation/DPOs (KII)	Individual person women with Disabilities (FGD)
Phnom Penh	2 Managers 1 P&O 1 PT			MDoWA CWCC	5	10
Kampong Cham	1 Manager 1 P&O 1 PT	PHD Prov. RH HC	JPOs/JPAs CWCC	PDoWA CWCC TPO	2	10
Siem Reap	1 Manager 1 P&O 1 PT		JPO/JPAs LAC CWCC	PDoWA CWCC TPO	2	10
Kampong Speu		PHD Prov. RH HC	JPO/JPAs LAC CWCC	PDoWA CWCC	2	10
Takeo	1 Manager 1 P&O 1 PT				2	10
Kratie	1 Manager 1 P&O 1 PT				2	10
Prey Veng	1 Manager 1 P&O 1 PT				2	10

The consultant/consultancy team will also conduct KII with ACCESS RGC partners, INGO involved in rehabilitation sector (HI, ICRC, VIC, Exceed), and GBV implementing partners (CARE, UNW, UNFPA, LAC, TAF, CWCC, TPO, ADD).

Timeline

This assignment is for an estimated 30 days of input over a 3 month-period as follows:

Activity	Number of days	Timeframe
<p>1. <u>Inception report development</u></p> <ul style="list-style-type: none"> ○ Discuss and finalise study methodology with GESI Officer with inputs from GBV and Disability strategic advisors ○ Submit succinct inception report describing: <ul style="list-style-type: none"> ● Brief summary of findings from review of relevant documents and literature ● Methodology, ethics and limitations ● Sampling size and method ● Data collection tools including questionnaires or guiding notes for FGD and interviews in both English and Khmer, story collection and or photo stories or others suggested accessible and inclusive tools ● Analytical framework and process that will be used eg. Content and thematic analysis ● Draft Structure of the study report ● Timeframe and inputs 	4 days	February 2021
<p>2. <u>Information collection and analysis in line with approved methodology</u></p> <ul style="list-style-type: none"> ○ Conduct FGDs ○ Conduct KIIs ○ Provide regular information and updates to share progress and any issues encountered with GESI Officer ○ Analyse the information against the analytical framework. 	16 days	February-March 2021
<p>3. <u>Write the study report</u></p> <ul style="list-style-type: none"> ○ Draft study report² in English including: <ul style="list-style-type: none"> ● Study methodology and limitation ● Findings split by GBV and physical rehabilitation services ● Discussions of findings and literature review ● Recommendations ○ Update report based on feedback from the ACCESS team ○ Provide executive summary in Khmer ○ Provide transcript of FGD and KII and /or analysis 	10 days	March-April 2021

² Structure of the report will be finalised during inception stage

Deliverables

	Deliverables and details	Key dates
1	Inception report in English Including sampling strategy and questionnaires/FGD interview guides in English and Khmer	End of February
2	Study Report, including: a. An executive summary b. A summary of the report methodology, including ethical considerations c. Any limitations and issues encountered and how they were resolved d. Findings e. Recommendations	End of April
3	Presentation of the survey result (Power point presentation) and a one-page infographic in easy to read/accessible version.	End of April
4	Transcripts/records from FGDs and KIIs	End of April

Qualifications and Experience Required

Education

- Tertiary education in social sciences or international development

Minimum Experience and Skills

- Experience in qualitative research design;
- Experience/knowledgeable in services for persons with disabilities and women subject to violence
- Demonstrated experience in designing, conducting and analyzing qualitative data and information;
- Experience preparing succinct and clear reporting in English;
- Experience preparing visually engaging charts to communicate quantitative data, and visualization of qualitative data;
- Fluency in Khmer and a high level of English;
- Experience working with people with disabilities.

How to apply:

Please send a brief proposal describing your approach to the assignment, your CV or your team CVs including referees, a sample research report you have written and a financial proposal to jobs@accesscambodia.org before February 1, 2021.

Cowater International Inc. promotes equal opportunities for all. We welcome and encourage applications from women and from persons with disabilities. Candidates are encouraged to apply before the closing date provided as applications will be assessed as they are received. Only applicants shortlisted for interview will be contacted.

Frequency Asked Questions

How much is the estimated Budget? What will it cover?

Answer:

- We cannot provide budget specific information.
- However, your proposed budget should be comprehensive and cover the following expenses:
 - o Consultancy fee/salary (based on time spent and their rate). The proposed team size should be commensurate the requirement of the task.
 - o Cost of consultant team's travelling, per diem, and accommodations to operate field work such as interviews and focus group discussion and/or training.

Could the timeframe be adjustable?

Answer:

The assignment has an estimated timeframe of 3-month period starting from February to April 2021. However, the consultant can provide suggestion about suitable timeframe and/or methodology to ensure optimum delivery and completion of the assignment.

Would my application be considered if my team and/or I know someone currently working for the ACCESS Program?

Answer:

The ACCESS program provides equal and transparent opportunities to competent applicants. Applicants are requested to declare their relationship or any possible conflict of interest with any current staff, advisors and Board of Director (BoD) of the ACCESS Program. If an applicant makes a declaration, ACCESS program will review the submission and ensure that any association and conflict of interest is adequately managed.