

The Elsie Initiative Fund

First Programming Round – *Detailed Proposal Requirements*

Detailed proposals are required to include the following information. Additionally, all data provided is required to be sex disaggregated.

Project Title:	Barrier assessment for the Sierra Leone Police		
Project Description: ¹	The project aims at conducting a comprehensive assessment of the barriers to increased participation of women to the Sierra Leone Police (SLP) and to propose a clear path on how they can make progress in the deployment of women to multinational UN Peace Support Operations.		
Project Location:	Sierra Leone / West Africa		
Expected Start Date:	1 st January , 2022	End Date:	30 th September , 2022
Project Duration:	9 months		
Name of Recipient/s:	Sierra Leone Police		
Direct Recipient organisations	UN Women Sierra Leone		
Project Total Cost USD \$:	\$ 182,059.84		
Breakdown by PUNO / Other partners:	Name: UN Women Sierra Leone	USD 182,059.84	
Project Points of Contact	Name: Address: Telephone Email:	Setcheme Mongo 7C Mudge Farm +23275707456 setcheme.mongbo@unwomen.org	
Project Points of Contact	Name: Address: Telephone Email:	Superintendent John Tumbay Gloucester Street, Freetown +23230428222 / +23278268651 fajatum@yahoo.com	
Project Points of Contact	Name: Address:	ASP Kelfa Sannoh George Street, Freetown	

¹ One sentence / short paragraph describing the scope and focus of the project

² Country / Region

Project Title:	Barrier assessment for the Sierra Leone Police	
	Telephone +232 88 023 588 Email: kelfasanoh@gmail.com	
Additional implementing partners (IP) - Governmental / non-Governmental³	Contractor/s – to be selected through a Tender Process on project / approval.	
Elsie Initiative Fund (EIF) Results Framework - Terms of Reference (page 13)	<p>This project will contribute to the following outcome:</p> <p>Outcome 1: the expanded country-specific knowledge of barriers to the meaningful deployment of uniformed women peacekeepers to United Nations missions of the Elsie Initiative Fund's Results Matrix; and will contribute directly to the following indicators:</p> <p>Indicators:</p> <p>1.1. The number of T/PCCs having conducted a systematic assessment of barriers to the deployment of uniformed women peacekeepers in their specific national context, and</p> <p>1.2. Number of publicly available reports about barriers to increasing the meaningful participation of uniformed women in UN peace operations.</p>	
Accountability, transparency and reporting of the Participating United Nations Organizations (PUNO)	<p>Participating United Nations Organizations will assume full programmatic and financial accountability for the funds disbursed to them by the Administrative Agent. Such funds will be administered by each PUNO in accordance with its own regulations, rules, directives and procedures.</p> <p>Each PUNO shall establish a separate ledger account for the receipt and administration of the funds disbursed to it by the Administrative Agent from the Fund's account. This separate ledger account shall be administered by each PUNO in accordance with its own regulations, rules, directives and procedures, including those relating to interest. The separate ledger account shall be subject exclusively to the internal and external auditing procedures laid down in the financial regulations, rules, directives and procedures applicable to the PUNO.</p>	
Recipient Organization(s) Signature	<p>Name of Representative: Setcheme Mongbo</p> <p>Name of Agency: UN Women Sierra Leone</p> <p>Date: April 21, 2021</p>	

³ Will the funds be paid directly to a Government or to a UN agency, or both? If direct implementation by National entities, advise who the "Government Coordinating Entity" is as well as any other 'national entities' are will receive funds.

Project Title:	Barrier assessment for the Sierra Leone Police	
	Signature:	

1. Executive Summary.

Although women from Sierra Leone are participating in peacekeeping missions, there is still a great disparity in terms of representation. Currently, there are two hundred and thirty-two (232) personnel deployed in the various missions worldwide where one hundred and seventy-nine are male representing 78.4% and fifty (50) are female representing 21.5%.

Moreover, most female police officers have proven to be up to the task, however others still continue to lag behind as a result of the lack of requisite skills and other unintended factors which hamper deployment to peacekeeping missions.

Some of the barriers that mostly militate against the active involvement in peacekeeping missions include:

1. Fear of the parents especially mothers to leave their young children to go on peacekeeping missions.
2. Hostile weather conditions in the mission theatre.
3. Memory of war experiences in Sierra Leone and its negative experiences which affects the interests of female police officers to partake in peacekeeping missions.
4. Lack of the requisite mission skills which includes: computer literacy, driving skills, techniques in reading, listening and comprehension and interviewing skills.

This proposal seeks to assess the additional barriers whilst examining the challenges women face in being deployed as United Nations Peacekeepers. The proposal aims at increasing the meaningful participation of Sierra Leone Police (SLP) Women peacekeepers in United Nations Missions.

This proposal aims to conduct a comprehensive barrier assessment to determine the gaps and challenges of the institution towards increased and meaningful participation of women in Peace Support Operations for the Sierra Leone Police (SLP). The assessment shall also endeavour to investigate gender roles, power dynamics and social norms and practices related to recruitment, retention, and promotion of female personnel in the SLP. The assessment shall further try to provide information about the different risks, needs, capacities and coping strategies of women in SLP.

This barrier assessment will use combination of methods, tools and approaches that is contemporary and contextual. This shall be done in a manner that preserves all required ethics and safeguards to maintain the quality of the results and processes. The framework of data collection, interpretation and analysis will be adapted to the proposed best practices lessons in such assessment, required timeframes, rapidly changing contexts, and insecure environments that often characterise humanitarian interventions.

The results of this assessment will form the basis for a national strategy in improving the gender mainstreaming of the SLP including the recruitment, retention, deployment and promotion of women in the SLP into various Peacekeeping Missions. It shall inform policy formulation and revision at the highest levels because the assessment seeks the buy-in of the national defence and security sector architecture from the highest levels.

This barrier assessment proposal will be funded through the Elsie Initiative Fund's project funding modality.

2. Situation Analysis.

Sierra Leone has a patriarchal culture, and this is reflected in the Sierra Leone Police (SLP) and even within the police sent on peacekeeping missions. The Sierra Leone Police (SLP) participation in international peacekeeping operations including [AMISOM](#) (authorised under UNSCR 2372(2017)) includes deployment of Formed Units and Police Experts on Mission. Though there are currently no formed police units deployed on UN peacekeeping missions from Sierra Leone, the country continues to contribute UN Police Experts on Mission deployed to various international peacekeeping missions. Despite affirmative action addressing areas of recruitment, retention and promotion to recruit more women into the SLP as of July 2020 there were only 3,340 women (22.1%) in the SLP out of a total of 14,624 Police Personnel (See Table 1 below). Majority of female officers are found to be engaged in the stereotypic roles at check points and police stations with an insignificant number at the SLP echelon.⁴

According to the SLP Director of Training, attempts at affirmative action by specifically encouraging women to apply have often proved futile, as only small numbers of female SLP officers apply and out of this lot, very few (less than 30%) qualify at any point in time⁵. Research findings further revealed that one of the major issues affecting the recruitment of female officers is the low level of education of majority of women in Sierra Leone.⁶ The few educated women see the SLP not only as an institution patriarchal in nature, but one that is meant for uneducated people. In an attempt to increase women within the SLP, an accelerated promotion scheme which aims to promote only female graduates, to accordingly assimilate them into the senior cadre of the force so that they could compete evenly with their male counterparts has been introduced. Despite the affirmative action measures for⁷ adequate qualified female personnel for peacekeeping deployment at all senior levels, there is still gender disparity in the SLP. Currently, there are 232 personnel deployed in the various missions worldwide (UN and UNISOM), where 182 are men and 50 are female. Based on brainstorming discussions with female Sierra Leone police officers, research findings⁸ and discussions with women's groups involved in women, peace and security leadership the barriers to SLP women's meaningful participation in peacekeeping UN missions were identified. These include but are not limited to family constraints, perceived violence and discrimination against women, limited PRE SAAT training including basic computer and driving skills and language barriers such as French.

⁴ Final Research Report (2015) "On the perceptions of the Sierra Leone Police and community for Low Recruitment, Retention, specialization and Promotion of women police officers in the Sierra Leone Police Force"

⁵ *ibid*

⁶ *ibid*

⁷ The Sierra Leone Police Sexual Exploitation, Abuse and Harassment Policy 2014 & The Sierra Leone Police Gender Mainstreaming Policy, 2014

⁸ Final Research Report (2015) "On the perceptions of the Sierra Leone Police and community for Low Recruitment, Retention, specialization and Promotion of women police officers in the Sierra Leone Police Force"

3. Implementation Strategies

In conducting the assessment, SLP proposes to use the DCAF- Geneva Centre for Security Sector Governance barrier assessment methodology using a blend of internal and external experts. This will include a team from Cornell Lab who will be responsible to process and analyses data. In addition, SLP will also contribute technical input into the project drawing from their expertise from the Department of Peacekeeping Missions, the Gender Directorate and the Human Resources Unit. Additional technical expertise will be drawn from UN Women Sierra Leone based on the agency's technical expertise on women, peace and security. The team will also draw substantial technical expertise from recruiting a local consultant with a strong back ground on gender and issues of peace and security and a team of enumerators who will be responsible for high quality data collection and supporting the report writing .

In support of the project implementation UN Women will provide human resource including a project coordinator who will coordinate the project between various implementing partners.

Specifically, the methodology will include the following:

- Preparation of an Institutional Fact Sheet
- Expert Interviews of 30 key decision makers for peace keeping in the institution and the government
- Representative Survey Conducting 380 (1hour long surveys with men and women in the SLP and within the communities)

Coordination of the Assessment- The technical task team comprising of Peacekeeping Operations Department of SLP, the Gender Department of the SLP Cornell Lab and UN Women as well as a local Consultant will be responsible for the coordination of the assessment. This team will be led by the Project Officer from UN Women who will be responsible for the overall Project Management.

Sampling design and sample selection- Appropriate sampling methodology as suggested by the experts Cornell Lab shall be used to determine the samples. This could include multi-stage stratified or cluster sampling methodology. The Human Resources unit of SLP shall be very instrumental in getting the sample frame.

Sample size, sample design and how to calculate sample size shall be done by the experts once the sample frame is secured. This shall be elaborated in the inception report of the consultants.

Preparation of the assessment instrument and pretesting of those instruments shall be done by Cornell Lab involving local consultants, and the teams from SLP and UN Women. This is to continuously strengthen

the capacity of the participants in this project as legacy of this project that could be used further in the institutional growth of SLP and ensure sustainability.

Recruitment/ Team composition

A careful and transparent selection process (including advertisement where applicable) of persons mostly women with previous survey experience will be done to get team of competent field and data collection team. The team recommended to be recommended by the local Consultants who has expertise in similar research activities.

Training of team for the assessment

The methodology that will be used in the training will involve the use of power point presentations, discussion of the questionnaires question by question, and mock interviews. Subject specific experts will also be invited to give presentations to the participants on their subjects as they relate to the survey so as to guide them on best practice.

The overall duration of the training is expected to last 3 days.

The use of Computer Assisted Personal Interviewing (CAPI) will be the recommended method of data collection for this assessment. The first few days of training of the questionnaires will be on paper as this can aid the finalization of the questionnaires before they can be designed as a template on the tablet for data capture. The remaining days, training will be conducted through the use of the tablets. The last day will be used to examine these field personnel's in order to find the best fit for the research.

Reviews and recommendations from the field exercise can help in the finalization and approval of the questionnaire before the commencement of the actual field exercise.

The questionnaire will also be pre-tested in Freetown to assess the practical use of the instrument before the 3 days training of the field staff as the feedback of the questionnaires' after the pre testing in Freetown will serve as a means to reinforce the skills obtained from the training workshop.

4. Project Results Framework (see example of framework in Annex A) including:

Table 1 below shows the current breakdown number of female police officers by rank and percentage. Whilst table 2 shows the number of females with the Sierra Leone Police within the various Peacekeeping missions and the projected number of women in two years time. It is envisaged that after the assessment has been completed the Sierra Leone Police would have a clear indication of the barriers or challenges facing women from going on Peacekeeping mission and how they can address these challenges.

Outcome (Please see Annex A Results Framework)

Expanded knowledge of barriers to deployment of uniformed women in SLP as peacekeepers to UN missions.



Services provided by UN Women Sierra Leone in order to implement the project will include hiring of Project Officer, hiring of local Consultants and the related procurement of services, specific technical assistance in the preparations for the Survey implementation and monitoring and follow-up will be covered by Elsie funding in accordance with the policies of UN Women.

6. Risk Management, Monitoring evaluation and reporting requirements.

- Risk management – provide a list of major project specific risks, assess the level of risk for project success (low, medium and high) associated with each, and an explanation of how they will be managed. Include details on the approach to be taken to update risks and how project adjustments will be made. Include any Do No Harm issues and project mitigation.

Risk	Likelihood	Impact on project	Mitigation strategies
An escalation in COVID rates with majority of SLP staff involved in enforcing quarantine and lockdown measures	Medium	High	Closely monitor COVID rates within the with advocacy adhering to all COVID prevention measures
Reliable data on female personnel within the SLP	Low	High	Consultation/engagement with Command Structure on the need to release information pertinent to the assessment
MOI / SLP leadership concerns about sensitive information in report	Low	High	Potential mitigation measure could include organizing a meeting with Cornell, DCAF and UN Women to discuss the data confidentiality agreement
MOI / SLP leadership concerns about sensitive information in report.	Low	High	Potential mitigation: MOD / RSLAF leadership to edit report to remove any sensitivities/information they do not want released in the public report. Hold an oral report prior to the validation workshop in



Risk	Likelihood	Impact on project	Mitigation strategies
			order to prepare the MOD / RSLAF leadership to some of the potentially sensitive findings
MOI / SLP leadership concerns in relation to recommendations	low	High	Project team and DCAF / Cornell to meet with MoD/AFL leadership to discuss recommendations.
Project cost-overrun.	Low	Medium	i. Response: Seek support and guidance from DCAF and Elsie Initiative Fund. ii. Manage project budget early and consistently throughout project.
Project time overrun – including the time to recruit the research staff and enumerator.			Seek support and advice from DCAF and Elsie Initiative Fund. Hold regular team meetings with key stakeholders to ensure timeframes are met
Respondents could be intimidated by others to not respond openly on their perspective on female participation in peacekeeping operations, due to the social cultural context.	Low	High	Ensure the data collection process is human rights and gender sensitive in the questions.

Risk	Likelihood	Impact on project	Mitigation strategies
Occurrence of natural disaster (floods) which may displace people and disrupt barrier assessment as SLP members will be preoccupied with flood response	Medium	Medium	Development of mitigation plans and to mitigate such effects
The safety and security of the team of researchers.	Low	High	<ul style="list-style-type: none"> • It is critical to guarantee the safety of the researchers during the process, and thus, the implementing agencies should coordinate closely with the MoI for up-to-date details on the security and safety situation in the regions to be visited prior the departure of the investigating team. • The investigation team should be mixed in order for female researchers to interview female stakeholders more easily. • An evacuation protocol for the investigation team to pull out of risky situations needs to be drafted. • The investigation team needs to be

Risk	Likelihood	Impact on project	Mitigation strategies
			<p>trained on the questionnaires, how to pose the questions, what to do in case of an evacuation plan, what do to if male responders are silencing female responders, etc....</p> <p>Ensure investigators are always deployed in teams of two at least to avoid bias, and potential intimidation, misunderstanding and misinterpretation of the responders' answers and behaviors</p>

- **Monitoring and evaluation (M&E)**

A project management schedule will be prepared by the technical focal points from SLP and UN Women Project Officer and this will serve as the framework in which the project will be monitored. This schedule will be jointly implemented by UN Women and SLP, and it will include monitoring activities that will ensure efficiency and timeliness of activities. The monitoring will be supported by relevant documentation including monthly monitoring reports, minutes of meeting, completed questionnaires etc. Best practices and lessons learnt will be documented and shared and published during monitoring sessions.

The local Consultant and UN Women will work closely with SLP to encourage mutual learning and build the capacity of the SLP members to use specific tools and approaches . The Sierra Leone Police is committed to support the outcomes of the Barrier Assessment and will support the Consultant to facilitate the research .

- **Project exit strategy / sustainability –**



In particular, this project is building on the achievements by the SLP in ensuring gender equality beyond the life cycle of the project and ensuring that the Institution gender policies are implemented. Partnership with local institutions like Mano River Union Peacebuilding Network (MAWOPNET) that are geared towards preventing and protecting women and girls as well as building peaceful coexistence will also lead to sustainability of the project. The project has selected a coalition of implementing partners (Government units and local civil society organizations), will be part of the research launching and that will use lessons learned and recommendations in this study to strengthen their work on women peace and security. .

7. Workplan, detailed budget and accounting policy and procedural requirements.

No	Outcome/Output/Activity	Timeframe 2021/2022				Potential Partner	Comment
		Q4	Q1	Q2	Q3		
1	Outcome 1. Expanded knowledge of barriers to deployment of uniformed women in SLP as peacekeepers to UN missions						
	Output 1.1. A systematic assessment of barriers to the deployment of SLP women peacekeepers in their specific national context undertaken						
	<i>1.1. Recruitment of Project Officer</i>	X				UN Women	Project Officer recruited for 12 months
	<i>1.1.2 Development of MOU with the SLP and Cornell Lab</i>	X				SLP Cornell Lab UN Women	To Cornell university
	<i>1.1.3 Recruitment of Local Consultant</i>	X				SLP UN Women	Fees of Consultant
	<i>1.1.4 Submission of inception report and data collection tools;</i>		X			Local Consultants	Development of research tools; local

						consultant costed above
1.1.5 Recruitment of the Enumerators	X				UN Women Local Consultant	
1.1.6 4 Enumerators Training -3 days		X			Research Team SLP UN Women Cornell university	
1.1.7 Meeting with research team and local authorities to authorize the research		X			Research team SLP UN Women	Meetings with local authorities in targeted institutions including MoGCA MLRD and communities
1.1.8 Survey Implementation		X	X		Cornell Lab, Local Consultants Research Team	Cornell University Field Work including DSA and Transportation for Research Team
1.1.9 Submission of the draft report			X		Cornell University, Local Consultant UN Women	
1.1.10 Presentation of Preliminary Results to Leadership of SLP			X		SLP UN Women	Local meeting
1.1.11 Validation Workshop				X	Cornell University, Local Consultant UN Women	Printing of draft report, Refreshments venue
1.1.12 Submission of Final Report Validation Workshop				X	Cornell and Local Consultants	
1.1.13						

	Output 1.2. Number of Actions taken to publicly available reports about barriers to increasing the meaningful participation of uniformed women in UN peace operations						
	<i>1.2.1 Dissemination of Report</i>				X	SLP, UN Women	Printing and dissemination
	<i>1.2.2 Development of Action Plan to roll out Recommendations</i>				X	SLP , UN Women	
	<i>1.2.3 Development of best practice and lessons learned document</i>				X	SLP, UN Women	
	<i>1.2.4 Monitoring and Report</i>	X	X	X	X	SLP, UN Women	Monitoring Trips

Project funds will be received by UN Women. UN Women through a Letter of Agreement will make payments directly to Contractors.

Lessons and Insights

As a learning and knowledge generation organization therefore, SLP / MOI with the support of UN Women will invest in learning through a number of ways including: broad consultations with key stakeholders, incorporating relevant monitoring and evaluation results, diversity and inclusion and knowledge sharing initiatives.

Lessons Learned recommendations from the research will be shared with other security Sector Institutions including the Republic of Sierra Leone Armed Forces, the Sierra Leone Fire Force and the Sierra Leone Correctional Center during the launch of the study. Lessons will also be shared with University of Sierra Leone and University of Makeni both which have both gender departments as well as peace and security departments.



Annex A: Project Results Framework (all data must be sex disaggregated)

Outcomes	Outputs	Indicators	Means of Verification / frequency of collection	Indicator milestones by year (2020 / 2021 / 2022)
Outcome Expanded knowledge of barriers to deployment of uniformed women in SLP as peacekeepers to UN missions	1. 1.a. Barrier assessment commissioned or undertaken by SLP	<p>1.1. A systematic assessment of barriers to the deployment of SLP women peacekeepers in their specific national context undertaken</p> <p><i>Baseline: 0 (2020)</i></p> <p><i>Target: 1 (2021)</i></p> <p>1.2. Number of publicly available reports about barriers to increasing the meaningful participation of uniformed women in UN peace operations</p> <p><i>Baseline: 0 (2020)</i></p> <p><i>Target: 1 (2021)</i></p>	<p>Various levels of the assessment reports.</p> <p>Website address</p> <p>Media Reports</p>	

Exchange Rate: Leones	10205	Insert the national currency name in cell A1, change currency in column H	Insert the exchange rate multiple in cell B1	Insert the exchange rate in cell J5. Please do not change the formulae in the rest of the column.	 The Elsie Initiative Fund						
Project Title: SLP MOWIP Assessment											
Project Period: Jan 2022 - Dec 2021											
T/PPC: SLP, Sierra Leone											
Activity	Item	UNDG Category	Unit	Qty	# of units	Unit Price in National Currency	Total Item Price National Currency	Activity Subtotal National Currency	USD Total Item Price 10,205	Activity Subtotal in USD	Observations
Activity 1: Project Management Costs	Lead Researcher Fees	1. Staff and other personnel cost	person	2	2	SLL 150,000,000.00	SLL 600,000,000.00		\$58,794.71		2 lead consultants
	Project Coordinator Costs	1. Staff and other personnel cost	month	12	1	SLL 39,000,000.00	SLL 468,000,000.00		\$45,859.87		UN Women staff 12 months to ensure all reporting is finalised
	Honoraria for assessment Team	1. Staff and other personnel cost	month	3	3	SLL 4,500,000.00	SLL 40,500,000.00		\$3,968.64		Add a line on research assistants if desired
Activity 2A: Planning Phase Preparation of workshop for the team (to develop assessment plan)								SLL 1,108,500,000.00		\$108,623.22	
	Venue Hire	4. Contractual Services	EA			SLL 0.00			\$0.00		Meetings with Sierra Leone Police to provide Venue
	Transportation	5. Travel	person			SLL 0.00			\$0.00		All in Freetown. Travel for staff.
	Catering	4. Contractual Services	person	10	1	SLL 200,000.00	SLL 2,000,000.00		\$195.98		Lunch and Teabreak
	Stationary	2. Supplies, Commodities, Materials	EA	1	1	SLL 500,000.00	SLL 500,000.00		\$49.00		Required
Activity 2B: Planning Phase Authorization Process						SLL 0.00			\$0.00		
	Transportation	5. Travel	EA	15	10	SLL 100,000.00	SLL 1,500,000.00		\$1,469.87		To attend high level meetings
	Ethical Clearance Fees	7. General Operating and other Direct Costs	EA	1	1	SLL 16,500,000.00	SLL 16,500,000.00		\$1,616.85		
Activity 3A: Enumerator training and survey preparation Localization Workshop						EA	SLL 0.00		\$0.00		
	Translation of standard survey questions	4. Contractual Services	EA			SLL 0.00			\$0.00		
	Venue Hire	4. Contractual Services	EA	1	1	SLL 0.00			\$0.00		
	Local Transportation	5. Travel	person	4	2	SLL 0.00			\$0.00		
	Catering	4. Contractual Services	EA	12	2	SLL 0.00			\$0.00		
	Stationary and material for workshop	2. Supplies, Commodities, Materials	EA	1	1	SLL 0.00			\$0.00		
	Facilitation fees	1. Staff and other personnel cost	EA	1	1	SLL 0.00			\$0.00		
Activity 3B: Enumerator training and survey preparation Enumerator training (2 days) Pilot Survey (1-2 days) 2nd Localization (1 day)						SLL 0.00			\$0.00		
	Venue Hire	4. Contractual Services	EA			SLL 0.00			\$0.00		
	Local Transportation	5. Travel	EA			SLL 0.00			\$0.00		
	Catering	4. Contractual Services	EA	12	1	SLL 0.00			\$0.00		
	Stationary	2. Supplies, Commodities, Materials	EA	1	1	SLL 0.00			\$0.00		
	Facilitation Fees	1. Staff and other personnel cost	EA	1	2	SLL 0.00			\$0.00		
	Survey License	3. Equipment, Vehicles and Furniture	EA	1	1	SLL 7,180,000.00	SLL 7,180,000.00		\$703.58		iSurvey or Qualtrics - \$700
Activity 4A: Data Collection Fact Finding Form	Payment for enumerators for pilot day	1. Staff and other personnel cost	EA	4	2	SLL 0.00			\$0.00		
						SLL 0.00			\$0.00		
						SLL 0.00			\$0.00		
						SLL 0.00			\$0.00		
	Costs of completing the FFF	7. General Operating and other Direct Costs	EA			SLL 0.00			\$0.00		If not covered in project management costs (data collection)
			EA			SLL 0.00			\$0.00		
			EA			SLL 0.00			\$0.00		
			EA			SLL 0.00			\$0.00		

Activity 4B: Data Collection Survey Implementation	Material for survey	3. Equipment, Vehicles and Furniture	EA	15	1	SLL 2,500,000.00	SLL 37,500,000.00	\$3,674.67	Tablets or smartphones with internet access if enumerators don't have.
	Local Transportation	5. Travel	EA	15	1	SLL 50,000.00	SLL 750,000.00	\$73.49	Transportation around Freetown
	Transportation across country	5. Travel	EA	15	1	SLL 1,500,000.00	SLL 22,500,000.00	\$2,204.80	Transportation to the regions to do the survey
	Meals (DSA)	5. Travel	EA	15	30	SLL 100,000.00	SLL 45,000,000.00	\$4,409.60	
	Accommodations	5. Travel	EA	15	10	SLL 300,000.00	SLL 45,000,000.00	\$4,409.60	Each enumerator does 4 surveys / days. e.g. Snack, drink, as relevant
	Collation for participants in interviews	5. Travel	EA	4	25	SLL 1,000,000.00	SLL 100,000,000.00	\$9,799.12	Estimated 100 total days per survey. e.g. Phone or Data Credit / For Coordination with assessment team / power banks to recharge devices.
	Payment for enumerators	1. Staff and other personnel cost	EA	4	25	SLL 1,000,000.00	SLL 100,000,000.00	\$9,799.12	
	Communication device or package for assessment team	3. Equipment, Vehicles and Furniture	EA	8	1	SLL 7,500,000.00	SLL 60,000,000.00	\$5,879.47	
						SLL 0.00	\$0.00		
							SLL 410,750,000.00	\$40,249.88	
Activity 4C: Data Collection Interviews	Material to record interview	3. Equipment, Vehicles and Furniture	EA	2	1	SLL 7,500,000.00		\$0.00	Dictaphones or other recording device (will use the same which RSALF used)
	Local Transportation	5. Travel	liters	2	50	SLL 8,500.00	SLL 850,000.00	\$83.29	Around Freetown
	Meals (DSA)	5. Travel	person	2	5	SLL 150,000.00	SLL 1,500,000.00	\$146.99	(if not included in consultant salary)
	Collation for participants in interviews	5. Travel	EA	10	1	SLL 100,000.00	SLL 1,000,000.00	\$97.99	e.g. Snack, drink, as relevant for interviewees
	Payment to interviewers	1. Staff and other personnel cost	EA	2	20	SLL 100,000.00	SLL 4,000,000.00	\$391.96	If not part of assessment team staff - if additional consultants or RA doing interviews.
Activity 5: Data Analysis and Report Writing			EA			SLL 0.00	\$0.00		
							SLL 7,350,000.00	\$720.24	
	Research Assistance	1. Staff and other personnel cost	EA	1	1	SLL 10,000,000.00	SLL 10,000,000.00	\$979.91	In report analysis and finalisation.
	Statistical Software	3. Equipment, Vehicles and Furniture	EA			SLL 0.00	\$0.00		N/A if working with Cornell University
			EA			SLL 0.00	\$0.00		
Activity 6: Validation process Can include 1/2 day or longer oral report 2-day or longer validation workshop	Venue Hire	4. Contractual Services	EA	1	1	SLL 12,000,000.00	SLL 12,000,000.00	\$1,175.89	Retreat - 2 full days
	Catering	4. Contractual Services	EA	40	1	SLL 300,000.00	SLL 12,000,000.00	\$1,175.89	Needed
	Stationery and materials for workshop	2. Supplies, Commodities, Materials	EA	1	1	SLL 500,000.00	SLL 500,000.00	\$49.00	Printing of a report up to 100 pages for each person
	Facilitation fees	1. Staff and other personnel cost	EA	1	1	SLL 6,000,000.00	SLL 6,000,000.00	\$587.95	Consultant
	Report proofreading	1. Staff and other personnel cost	EA	1	1	SLL 10,205,000.00	SLL 10,205,000.00	\$1,000.00	Approx \$1000 if using same consultant as DCAF (can share template)
	Report layout	4. Contractual Services	EA	1	1	SLL 10,205,000.00	SLL 10,205,000.00	\$1,000.00	Approx 100 pages.
	Report printing	4. Contractual Services	EA	50	1	SLL 500,000.00	SLL 25,000,000.00	\$2,449.78	
	Interpretation (if necessary)	4. Contractual Services	EA			SLL 0.00	\$0.00		N/A
	Translation of report (if necessary)	4. Contractual Services	EA			SLL 0.00	\$0.00		N/A
			EA			SLL 0.00	\$0.00		
							SLL 75,910,000.00	\$7,438.51	
Direct Costs	5% contingencies	7. General Operating and other Direct Costs					\$8,102.35	\$8,102.35	
Total						SLL 1,653,690,000.00	SLL 1,653,690,000.00	\$170,149.39	\$170,149.39
Indirect Cost		8. Indirect Support Cost					\$11,910.46	\$11,910.46	
Grand total							\$182,059.84	\$182,059.84	

UNDG Categories	Total	% Budget
1. Staff and other personnel cost	\$ 121,382.17	66.67
2. Supplies, Commodities, Materials	\$ 97.99	0.05
3. Equipment, Vehicles and Furniture	\$ 10,257.72	5.63
4. Contractual Services	\$ 5,997.55	3.29
5. Travel	\$ 22,694.76	12.47
6. Transfers and Grants to Counterparts	\$ -	0.00
7. General Operating and other Direct Costs	\$ 9,719.21	5.34
8. Indirect Support Cost	\$ 11,910.46	6.54
	\$ 182,059.84	100.00