SCOPE OF WORK FOR IRB REVIEW SERVICES

BACKGROUND
In Madagascar, Catholic Relief Service (CRS) implements the Securing and Protecting Investments & Capacities for Environmental Sustainability (SPICES) project and will support the research related to livelihood improvement activities within SPICES beneficiary agricultural cooperatives in relation to social cohesion interventions. The study’s main question is: How do improvements in livelihoods-related behaviors, skills, and outcomes vary between cooperatives that receive social cohesion and justice (SC&J) interventions and those that do not? The specific objectives (SO) of the study are to:

SO1: Identify and evaluate existing forms of SC&J within communities.
SO2: Recommend possible adaptations of SC&J improvement interventions to be incorporated into livelihood improvement interventions.
SO3: Measure the baseline values for livelihoods-related behaviors and skills, and at endline.
SO4: Compare baseline and endline results between cooperatives that receive SC&J interventions and those that do not.

CRS has engaged the Catholic University of Madagascar (UCM) to measure baseline values to understand and recommend specific SC&J interventions. During the second phase, once SC&J interventions have been implemented, the endline values will be measured. The results will be evaluated to compare with those of the cooperatives that did not receive SC&J interventions. The first three specific objectives are related to baseline assessment, while SO4 is the focus of the study in general.

The study will be implemented from 2022 – 2023 and will be experimental using a mixed-method approach to collect and use qualitative and quantitative data among control and treatment groups.

The research is behavioral and is not a clinical trial. No children will be involved in the study.

OBJECTIVES
CRS is seeking an internal review board (IRB) to review this study’s protocol, consent forms, data collection tools, and personnel to ensure their compliance with US and international norms regarding human subject research. The IRB should review, identify, and analyze potential sources of risk and measures to minimize risk to protect human subjects, including physical, psychological, social, legal, or economic. The IRB firm will
determine if the study falls into the exempt, expedited, or full committee review category and review the study based on this determination.

LEVEL OF EFFORT, ACTIVITIES AND TIMETABLE
This assignment is estimated to be completed in one to five non-consecutive working days dependent upon the determination of the review category (exempt, expedited, or full committee review). The IRB firm will carry out this work independently, although using a collaborative approach with CRS and UCM.

DATES OF PERFORMANCE
The service will be conducted between April 4, 2022, and March 20, 2023.

SUBMISSION OF APPLICATIONS
The IRB firms needs to submit their qualifications for these types of services along with estimate cost. Submit the following documents by COB on Friday, March 25, 2022, to kathleen.mackin@crs.org

Q&A OPPORTUNITY
Prospective bidders may submit any clarification questions to kathleen.mackin@crs.org by March 18, 2022. Responses will be provided to any known prospective bidders on March 21, 2022.

TERMS OF PAYMENT
The payment shall be made upon completion of the final deliverables, subject to submission and approval of an invoice at the conclusion of the service. The invoice should reflect detailed work and dates of performance.

QUALIFICATIONS
- Record of IRB services for international social science and social-behavioral studies/ research.
- Ability to work within a complex local IRB environment in which local approvals might be obtained from research institutions, ministerial IRBs, local or tribal authorities, or individual officials.