RESEARCH CALL
Strategies for achieving sewerage connection in low-income communities under the Dhaka Sanitation Improvement Project

This research project is commissioned under the Urban Sanitation Research Initiative, a 2017–2020 research programme (www.wsup.com/research) core-funded by UK aid from the British people, and managed by Water & Sanitation for the Urban Poor (WSUP). This research will aim to identify viable strategies for achieving high rates of sewerage connection uptake in low-income communities, in the context of the planned Dhaka Sanitation Improvement Project (DSIP). DSIP Phase I, which will be loan-financed by the World Bank with the Dhaka Water Supply and Sewerage Authority (DWASA) as Executing Agency, is currently under preparation. This research will generate evidence of potential value for ongoing DSIP planning, and will contribute to wider international understanding around how to achieve high rates of connection uptake in low-income communities within large sewerage investments. We anticipate a mixed-methods approach involving significant empirical data collection and close consultation with key stakeholders including DWASA, the Dhaka City Corporations (DCCs) and the World Bank. Bidders will need to demonstrate strong understanding of the political, institutional and social context of DSIP.

Maximum budget under this Call: GBP 150,000 inclusive of VAT
Bids due: Before UK 1700, Sunday 20th January 2019 (6½ weeks after call release on 5th Dec 2018)

1 About Water and Sanitation for the Urban Poor (WSUP)

WSUP is a not-for-profit company that helps transform cities to benefit the millions who lack access to water and sanitation. We were created in 2005 as a response to the unprecedented urban explosion that has left cities unable to provide basic services, such as access to a toilet or drinking water, to low-income communities. We are based in the UK with offices in six countries in sub-Saharan Africa and Asia. Since inception we have helped over 19 million people access better water and sanitation services.
WSUP has grown rapidly to an organisation with an annual turnover of £10-12m and has plans for greater expansion over the next few years. The organisation is now at a pivotal stage in its growth. In the business plan period 2016-2020, WSUP’s ambition is to raise £65 million (an annual turnover of up to £18-20 million in FY2019-20), but more importantly to be recognised as a key player in the water and sanitation sector globally. It presently operates six well-developed, respected country programmes in Africa and Asia to strengthen public and private sector service providers to improve the delivery of affordable services to low-income customers. WSUP has recently expanded its portfolio of operations to include the building and strengthening of private sector provision in urban water and sanitation services and the sale of consulting services on all aspects of low income urban WASH (Water, Sanitation and Hygiene) to disseminate learning and increase impact. All of these operations are supported by research, communications, funding and finance and resources teams. For more information about WSUP’s vision and approach, see www.wsup.com.

2 About the Urban Sanitation Research Initiative

This research is being commissioned under the WSUP-led Urban Sanitation Research Initiative (www.wsup.com/research). The Urban Sanitation Research Initiative is a 2017–2020 research-into-policy programme focused in Bangladesh, Ghana and Kenya. The primary aim of this initiative is to deliver research that builds national evidence bases around pro-poor urban sanitation, and that drives policy change and wider sector change in the three focus countries. The initiative is managed by Water & Sanitation for the Urban Poor (WSUP) and core-funded by UK aid from the British people.

Within this wider initiative, the Urban Sanitation Research Initiative Bangladesh is designed to feed into the national evidence base around pro-poor urban sanitation in Bangladesh, helping to drive policy change and wider sector change. The Urban Sanitation Research Initiative Bangladesh is managed by WSUP in strategic partnership with the Centre for Water Supply and Waste Management (ITN – BUET) and the International Centre for Diarrhoeal Disease Research, Bangladesh (icddr,b).

The Urban Sanitation Research Initiative focuses on five broad areas: 1) sanitation businesses and market development; 2) institutional frameworks and capacity; 3) sanitation models, user behaviour, and user experience; 4) public finance and sanitation planning; and 5) regulation and smart enforcement. This Call relates most closely to Areas 3 and 4.

For more information about the vision and aims of the Urban Sanitation Research Initiative, and for information about other Calls, see www.wsup.com/research

2.1 Sector influence aim

This work will use rigorous evidence generation and stakeholder consultation to develop specific practical recommendations around viable strategies for achieving high rates of sewerage connection uptake in low-income communities under DSIP. We hope that this work will have direct relevance for DSIP planning and implementation. It will also contribute to the international evidence base around how to achieve sewerage connection in low-income communities.

3 Nature of the research

3.1 Background

3.1.1 DSIP

The Dhaka Sanitation Improvement Project will support DWASA to implement the Sewerage Master Plan for Dhaka, prepared with World Bank support. Overall project cost has been estimated at $900
million. The loan decision for Phase I is scheduled for second half of 2019. The project is planned in three phases, with Phase 1 implementation start-up anticipated in late 2019, and Phases 2 and 3 “pencilled in” from 2025 onwards. Preparatory work is currently underway for Phase 1, which has an estimated cost of $330 million.

Phase I is designed to strengthen the institutional capacity of DWASA to manage sanitation in a holistic manner; to enable improved coordination with key stakeholders including the Dhaka City Corporations (DCCs) and the Department of Environment (DoE); and to strengthen sanitation infrastructure in the Pagla and Madhubag catchments. The majority of the investment will be in sewerage and wastewater treatment, but the project also includes an on-site sanitation component for areas not covered by the sewerage system.

Preparatory work (planning and design of the proposed improvements to the sewerage system in the Pagla and Madhubag catchments, and upgrading of the Pagla Wastewater Treatment Works) is currently being undertaken by DWASA through a Pre-Project Advance from the World Bank.

Over the SDG period, Bangladesh was a ground-breaking international model for rural sanitation improvement. The DSIP investment offers an exciting opportunity, under the sector leadership of DWASA, for Bangladesh to demonstrate internationally that it is possible for a major sewerage investment to achieve high coverage in low-income communities. This research hopes to support that through rigorous evidence generation around possible strategies.

### 3.1.1 The challenges of sewerage connection uptake

In cities in sub-Saharan Africa and South Asia, sanitation coverage provided by existing sewerage systems is usually less than 25%, due to problems including limited network extension across the city, and lack of measures to favour connection by poorer households.

The challenges of achieving high connections uptake in sewerage investments are significant and well known. A previous systematic review of connections uptake in sewerage projects looked at ex-post evaluations of sewerage projects in African cities that had been grant- or loan-funded by the World Bank, the African Development Bank (AfDB), the European Union (EU), the German development bank KfW or the Agence Française de Développement (AFD). The review looked at a total of 22 evaluations, dating back to 1987. The great majority of evaluations reported concerns about low connection rates: in most projects, infrastructure construction was judged satisfactory, but insufficient households connected to the system. Many evaluations note that few poor households connected. For example, the 1987 AfDB evaluation of the Port Louis Sewerage Project Stage III (Mauritius) states that "the sewerage system is underutilised due to the high costs of connecting to residential houses"; a scheme aimed at providing loans for sewerage connections “proved unsuccessful due to the fact that the terms of the loan are very hard”; the evaluation concludes that “most residents in the project area would like to be hooked onto the sewer system but cannot afford the necessary financial outlay”. The 2008 World Bank evaluation of the Urban Sector Rehabilitation Project (Tanzania) states that little investment was made by the project (or others) to extend sewerage networks in the eight towns of this project, so that there was little increase in coverage (“from about 10 percent of the population in 1996 to about 14 percent in 2006”); the evaluation explicitly reports that the sewerage investment did not serve low-income households in Dar es Salaam, and indeed reports that “community consultations” for this project were carried out exclusively among householders already connected to the sewerage network. The 2005 KfW evaluation of the Eldoret Sewerage Project (Kenya) states that most connections were in the

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city centre, and only about 5% of households in poor districts were connected in 2008, despite expansion of the network into these areas; connection costs were reported to be very high.

Based on recent experiences with urban sanitation investment, the World Bank and other key sector actors are increasingly adopting the concept of Citywide Inclusive Sanitation, which recognises that the best approach will typically be a mix of sustainable service models that serve different areas of the city with a coordinated mix of both sewered sanitation and sustainable non-sewered solutions that are affordable and provide access to safe sanitation.

The objective of DSIP is to enable the majority of households in the project area to connect to the improved sewerage system. WSUP (the commissioning agency for this research) considers that effective and equitable delivery of DSIP will require a) commitment of serious effort and resource to ensure high rates of sewerage connection in low-income communities, coupled with b) commitment of serious effort and resource to ensure sustainable and affordable non-sewered sanitation within areas which will not be served in the short and medium term by the sewerage network.

This research will focus specifically and exclusively on requirement (a). This does not imply that WSUP considers (b) to be unimportant: it is important, but it is not the focus of this research project.

3.2 Aims, approach and design

3.2.1 Over-arching aims and approach

The aim of this research is to identify ways in which sewerage connection rates in low-income communities could be maximised under the planned DSIP project. More specifically, this research should aim to generate evidence around i) possible approaches for sewerage network inclusion of low-income communities with land tenure challenges, ii) possible approaches for achieving increased connection rates in low-income communities where affordability is an issue, and iii) possible approaches for achieving increased connection rates where landlord unwillingness-to-pay is an issue. This reflects WSUP’s view that the key obstacles to sewerage connection in low-income communities are likely to be tenure issues and issues related to affordability or landlord willingness-to-pay. We also note that many toilets in low-income communities are shared toilets (because dwellings are simply too small for individual toilets), so any pro-poor connection strategy will need to take this into account. As noted, we anticipate that this research will be of short-term value to DSIP planners, but also of wider international interest.

3.2.2 Research design

We will expect bidders to propose detailed designs (see Section 9.1 for required bid format), though certainly accepting that final design decisions (particularly if a two-phase approach is adopted) may be left until the early months of the project. We anticipate that this research will require a mixed-methods approach aiming to generate evidence that can respond to specific questions (i), (ii) and (iii) indicated above, with possible data collection in any subset of the following areas:

1) Multi-layer mapping of Pagla (using existing mapping data and sewerage network planning as available) to categorise possible sewerage service areas on dimensions including but likely not limited to a) engineering cost, b) household wealth category, and c) tenure and legal status.

2) Studies based on literature review of international experience, and on structured expert respondent interviews and focus group discussions in Dhaka, around possible approaches for inclusion of low-income communities despite tenure and affordability issues. Such work will certainly hit up against sensitive and complex issues in Dhaka, and researchers will need to be cognisant of the need to
approach this research with strong commitment to genuinely pro-poor solutions, coupled with sensitivity to the institutional and social challenges.

3) Survey-based assessment of i) low-income householder (or landlord) willingness-to-pay capital and recurrent costs of sewerage connection [almost certainly assuming from the outset that it is unlikely for low-income households to bear full costs], and/or of ii) non-poor-consumer willingness to cross-subsidise the costs for low-income consumers through their own water/sewerage payments.

4) Financial modelling to explore the viability of different pricing, cross-subsidy and government subsidy models for supporting connection by low-income households, potentially including connection subsidy, cross-subsidy for recurrent costs, phased payment, community loan models.

5) Assessment of the political, legal, administrative and social viability of models based on enforced connection to the network, including by landlords.

6) Assessment of the political, legal, administrative and social viability of models based on stakeholder negotiation and community engagement.

7) Technical feasibility studies exploring possible lower-cost models of sewerage connection in low-income communities, potentially including condominial designs, and connection of community toilets.

8) Other approaches as may be proposed by bidding researchers.

[We note that in many of these areas, specific consideration of the needs of women and girls is likely to be relevant]

We do not expect that bids will cover all of these areas: at any rate, if a single bid does cover all of these areas, we would expect some areas to be covered in much less detail than others. We suggest that this research may possibly be best achieved through a two-component approach, with a first component looking in a broader exploratory way across the breadth of relevant issues (and generating broad policy recommendations), and a second component looking in much more detail at a particular question identified at bidding stage, at inception stage or in the early months of the project. If we suppose a two-component approach of this type (and it is certainly not obligatory): the two components need not necessarily be sequential, they could overlap or indeed run in parallel; if sequential with the first component feeding into the second, the first component would need to be rapidly completed given the relatively short time available for this project.

We are likely to favour bids which contain a strongly empirical and quantitative component, with generation of strong data that can impress policy-makers and can achieve publication in a high-ranking journal. As a model of what we mean here, see the journal publication Acey et al. (2018) [https://doi.org/10.1016/j.worlddev.2018.11.006] reporting a research project previously delivered under the Urban Sanitation Research Initiative: this is rigorous quantitative research which at the same time generates data of direct utility for pro-poor policy influence. [We are not suggesting here that this research should necessarily include a WTP assessment closely analogous to Acey et al. 2018; we cite this previous study simply as an example of rigorous quantitative research grounded within strong understanding of the political economy context and of the policy influence aim.]

It is unlikely that piloting or outcome evaluation of candidate strategies will be possible within the lifespan of this project; however, we are certainly open to research designs which propose some sort of trialling, if bidders consider this possible.
Over and above research *per se*, we are very open to inclusion within this project of decision-support components (e.g. workshops and other processes designed to help DWASA and other key stakeholders to think about ways of achieving sewerage coverage in low-income communities; and/or guided processes of consultation between low-income community representatives and institutional stakeholders). We consider that inclusion of such components may greatly enhance the policy-influence prospects of this work.

We stress that, in WSUP’s view, achieving high connection rates in low-income communities is likely to require **a)** significant incentive/subsidy support via the DSIP project framework and/or from other public finance sources (national government budgets, municipal budgets) and/or from cross-subsidy within tariff systems, and **b)** creative and politically progressive solutions to provide sewerage connections despite tenure challenges. The institutional, social and financial barriers to achieving this (a – incentives/subsidy, and b - tenure solutions) are undoubtedly very significant, and should be viewed by researchers with sensitivity, but also with the attitude that “change is possible”.

This research will clearly require close and constructive liaison with DWASA and other key stakeholders including the DCCs and the World Bank.

This research will require that the lead bidder or a bid partner has close on-the-ground understanding of the urban sanitation in Dhaka, and of the evolving DSIP project.

### 3.3 Core requirements for work under the Urban Sanitation Research Initiative

The following are core requirements for work carried out under the Urban Sanitation Research Initiative:

1) **Research must fully meet relevant research ethics requirements:** All research must be carried out in compliance with research ethics standards as rigorous as would be applied in a UK setting, and in compliance with the law and with best practice in the country or countries in which research is carried out.

2) **Research design should pay careful attention to gender equality/equity considerations:** Bidders should explicitly ensure that their proposed design, analysis and research-into-policy work is taking full account of gender equality and equity.

3) **Research-into-policy should be considered a core element:** Research-into-policy should be considered a core element at all levels and stages of research design; not an after-thought once the “real research” has been completed.

For more detailed explanation, see the Core Requirements Form attached as Appendix A, which must be completed by all bidders and submitted with the bid (see Section 9).

### 3.4 Deliverables

The following deliverables are required:

**a)** An inception report for WSUP detailing the methodology to be followed, within 4 weeks of contract signature;

**b)** Brief monthly email progress updates for WSUP (bulletpoint format is sufficient);

**c)** One mid-term progress report for WSUP (likely around 5 pages);
d) Findings reports for local stakeholders: we leave the nature and timeline of these deliverables to be defined by bidders; this might comprise one report or several reports, and may include other formats (e.g. PowerPoint presentations, workshops); language might be English and/or Bangla, as judged relevant; deliverables can be expected to depend on the nature of the research and policy influence activities proposed by bidders; the over-arching aim of these deliverables should be to achieve serious stakeholder commitment to achieving sewerage connection in low-income communities.

e) At least one publication in a peer-reviewed international research journal; we expect submission of this article within the contract period, we do not expect publication within the contract period. [We would anticipate that journal publication will focus on the requested quantitative empirical component of this work, by contrast with wider report of broader findings and recommendations under deliverable (d).]

The inception report (a) must include a specific short section indicating how the Core Requirements (Appendix A) will be met.

All deliverables (including draft-stage submissions) should be written and laid out to publication-ready standard, with strong attention to clarity of structure, quality of wording, and professional layout; reports of poor quality will not be accepted.

Deliverable/s (e) should be written as a journal article in the format of a named journal, not as a report for WSUP or country-level stakeholders. We (WSUP and the partners of the Urban Sanitation Research Initiative) expect to have full opportunity, with sufficient time allocation, to review and respond to research papers in journal article format; we reserve the opportunity to withhold corresponding payment until we are satisfied with the quality of each paper, which may require no modifications, minor modifications, or major modifications. Our focus will be on methodological/intellectual quality (to the extent that we are qualified to judge this) and readability; if there is any disagreement about interpretation of findings and questions of judgement, we will request that our views be given sensible consideration, but in the final analysis respect the researchers’ academic independence.

3.5 Schedule

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<thead>
<tr>
<th>Date</th>
<th>Milestone/deliverable</th>
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<tbody>
<tr>
<td>5th December 2018</td>
<td>Release of this Call</td>
</tr>
<tr>
<td>Before UK 1700, Sunday 20th January 2019</td>
<td>Bid submission</td>
</tr>
<tr>
<td>Before 29th January 2019</td>
<td>Preferred bid selected, bidders informed</td>
</tr>
<tr>
<td>Before 15th February 2019</td>
<td>Contract agreed and signed</td>
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<tr>
<td>Before 15th March 2019</td>
<td>Deliverable a: inception report</td>
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<tr>
<td>Before 15th August 2019</td>
<td>Deliverable c: midterm report</td>
</tr>
<tr>
<td>15th January 2020</td>
<td>Draft deliverables d and e</td>
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<tr>
<td>28th February 2020</td>
<td>Final deliverables d and e</td>
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</tbody>
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We stress that this will be a 12-month project with no possibility of costed or no-cost extension, and research design will need to take this into account. We note that we have allowed generous time between bid selection and work start (understanding that little can happen over the Christmas period): but this contract will require researchers to “hit the ground running” in February 2019. Final deliverables d and e will be the trigger for final payment.

4 Team profile

We are happy to consider any proposed team structure (i.e. any combination of universities, research institutes, research consultancies or individual consultants, with any geographic distribution) that
provides the required skills and capacity. We require a single prime through which all contacts, contract negotiation and invoicing should be managed. The prime should be able to achieve strong presence in Bangladesh (whether through existing own-staff, or through sub-primes or subcontracting or other arrangement). The research team should be able to demonstrate a) strong understanding of urban sanitation in general; b) strong local understanding of the institutional, social and financial context of DSIP; and c) demonstrable capacity to manage a significant research project.

5 Intellectual property

This is an academic research contract, and as such the researchers will retain full intellectual property rights for this research, subject to the deliverables requirements indicated above, but with full rights granted to WSUP immediately and in perpetuity to reproduce and use the findings of the research as WSUP deems fit, including in WSUP publications drawing on the research findings, and including by partners of the Urban Sanitation Research Initiative. In any use by WSUP or partners of findings arising from this research, the researchers will be duly credited. For full details of intellectual property rights, bidders should review WSUP’s standard Research Agreement, available on request. [See also comments above under Section 3.4, in regard to publication of headline findings by WSUP and partners before journal publication.]

6 Reporting and liaison

The Task Manager for this work will be Guy Norman (WSUP Director of Research). There will be liaison with other WSUP team members as necessary.

7 Contract terms

A standard WSUP Research Agreement format will be used, subject to the Researcher’s agreement with the terms.

Where the bidder is a consortium, a contract (Research Agreement) will be signed with a single prime; we cannot consider multiple contracts under a single Call.

8 Payments

8.1 Payment schedule

Payment will be 25% on contract signature, 25% on acceptance by WSUP of mid-project report, and 50% on acceptance by WSUP of final deliverables. All payments will require prior invoicing.

8.2 Budget

Up to GBP 150,000 inclusive of VAT (sales tax) or other taxes; this amount will be expected to cover all costs, including any sub-contracting of staff, any travel costs, and the full costs (including venue and participant travel costs as required) of any workshops or similar meetings. Over and above this budget, WSUP will additionally consider bearing a cost of up to GBP 1,500 per journal publication, if the selected journal/s for publication of this research require payment for open-access, and if that publication is submitted to the journal within the lifespan of the present contract.
Bidding procedure

9.1 Bid format

Bid format is designed to make bidding relatively easy, with a focus on the proposed methodology. Bids should be submitted to erl@wsp.com before UK 1700 hours (5 pm) of Sunday 20th January 2019. We stress the importance of adhering strictly to the instructions below, including word counts; we do not expect to receive long standard texts detailing bidders’ previous experience, over and above the requirements indicated.

The bid document should contain only the following numbered sections:

1) Name of lead bidding organisation
2) Name and email of primary contact
3) Brief summary of relevant experience of lead organisation and other participating organisations or key individuals, indicating and describing 3 recent most-relevant projects (max 750 words)
4) Statement of the justification for and aims of this research as expressed by the bidder. We are interested primarily in academic/technical justification, not ethical justification (max 400 words)
5) Statement of the approach and methodology to be used (max 2000 words). This statement can include decisions left open pending more detailed analysis, but we encourage bidders to develop a strong methodology (including clear statement of the duration and likely scheduling of all work including in-country work). [See also Section 3.3 and Appendix A.]
6) Statement of the available start-up date and anticipated final completion date. See Deliverables section.
7) Statement of anticipated day allocations of all participants in the research. Include any sub-contracted participants, with participants named as far as is possible.
8) Summary budget breakdown in tabular form in GBP. Clearly indicate total budget (maximum GBP 150,000 inclusive of VAT).
9) Indication of first-choice named open-access journal/s for publication of this work. Please indicate any requirement for payment for open-access.

You should also separately attach the following two documents:

A) Up to five CVs including a) the lead researcher (i.e. person who will take primary responsibility for design and management oversight of this research, and for research journal publication) and b) the person with highest allocation of days. [This may in some cases be the same person.]

B) A completed copy of the Core Requirements Form: see Appendix A.

In summary: your submitted bid should comprise 2 documents plus 1-5 CVs.

Please name your files as follows, where XXXXX is a single-word no-spaces summary bidder name (e.g. JENKINSON, CUNIKRI, URBANRT) of up to 10 letters:

XXXXX-bid
XXXXX-core-requirements-form
XXXXX-CV1 (etc)
9.2 **Bid scoring criteria**

Bids will be scored on the following criteria:

<table>
<thead>
<tr>
<th>CRITERION</th>
<th>Points</th>
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<tbody>
<tr>
<td>a) Adherence to requirements for bid format and demonstration of clear writing/formatting skills</td>
<td>10</td>
</tr>
<tr>
<td>b) Quality and appropriateness of research team, as evidenced by Bid Sections 3, 7 and CVs</td>
<td>30</td>
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<tr>
<td>c) Strength of understanding of the research concept, and strength of methodology, as evidenced by Bid Sections 4 and 5</td>
<td>40</td>
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<tr>
<td>d) Demonstration that this research will effectively meet the core requirements, as evidenced by the Core Requirements Form (appendix A)</td>
<td>10</td>
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<tr>
<td>f) Value for money within available budget</td>
<td>10</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td><strong>100</strong></td>
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9.3 **Pre-submission consultation**

We are very happy to respond to clarification queries of any sort prior to bid submission: please email erl@wsup.com. Where we consider that the response to a query should (for reasons of fairness) be shared with all bidders, we will do so by emailing all bidders who have already contacted us to express an interest in bidding: if you want to be included in any such mail-out, please let us know promptly.
### Appendix A: Core Requirements Form

All bids must include a completed copy of this form, clarifying how your proposal will meet the three core requirements of research under the Urban Sanitation Research Initiative, as outlined in Section 4.

<table>
<thead>
<tr>
<th>Requirement 1: Research must fully meet relevant research ethics requirements</th>
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<tbody>
<tr>
<td>All research must be carried out in compliance with research ethics standards as rigorous as would be applied in a UK setting, and in compliance with the law and with best practice in the country or countries in which research is carried out. We note that some types of research (for example, a study involving invasive treatments or biopsy sampling of human subjects) will have extremely stringent research ethics requirements; other types of research (for example, a desk study of institutional frameworks) will have minimal research ethics requirements, beyond the need for due rigour, balance and consultation, and informed consent in any interviews; other types of research (for example, a study involving household survey to collect information about slum communities) will have research ethics requirements intermediate between these two extremes. We note also that researchers must take full responsibility, at the bidding and research implementation stages, for ensuring that relevant research ethics requirements are duly met, in letter and in spirit.</td>
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**QUESTIONS YOU NEED TO ANSWER:** How will you ensure that your research is carried out in compliance with research ethics standards as rigorous as would be applied in a UK setting, and in compliance with the law and best practice in the country or countries in which research is carried out.  
write here, maximum 150 words (please adhere strictly to this maximum word count)

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<th>Requirement 2: Research design should pay careful attention to gender equality/equity considerations</th>
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<tr>
<td>Bidders should explicitly ensure that their proposed design, analysis and research-into-policy work is taking full account of gender equality and equity. This is NOT a tick-box requirement for “including gender” in all research (indeed, bids may be scored down for “including gender” in tick-box ways which unhelpfully divert the research from its primary focus). Rather, our goal is to ensure that all bidders demonstrate that they have given serious thought to the possible implications of their research for women and girls, and include gender considerations in appropriate ways where this is important to exploration of the primary research question/s.</td>
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</table>

  i) If this research in any way develops, or feeds into development of, a sanitation technology, sanitation service delivery model or sanitation policy, then this should be done in ways that ensure that that technology or model or policy fully meets the needs of women and girls; specific requirements of women and girls (including, but not restricted to, menstrual hygiene management and safety after dark) should be given due attention.

  ii) If this research in any way assesses sanitation service quality, or recommends ways in which sanitation service quality should be assessed, then this should be done in ways that fully explore and disaggregate possible differences in sanitation service quality as experienced by women and girls and by men and boys; again, specific requirements of women and girls should be given due attention.

  iii) If this research in any way uses or promotes some form of community consultation or expert consultation, then this should be done in ways that ensure that women's voices are heard as loudly as men's.

  iv) More generally, researchers should interrogate their designs to consider gender implications in all respects and at all levels: for example, a WTP study might (or might not) find it relevant and useful to explore whether WTP differs between women and men; an organisational capacity study might (or might not) wish to explore whether women are represented in high-level decision-making. Again, we stress that we do not require tick-box “inclusion of gender” in all projects; rather, we require that bidders give serious thought to possible gender implications, and include gender-disaggregational elements or other gender-related considerations in their design and analysis where this is important to exploration of the primary research question/s. |

**QUESTIONS YOU NEED TO ANSWER:** In what ways are gender considerations relevant to your proposed design, analysis and research-into-policy work? If you have included gender-disaggregational elements or other gender-related elements in your design, please briefly list these elements.  
write here, maximum 150 words (please adhere strictly to this maximum word count)
Requirement 3: Research-into-policy should be considered a core element

Research-into-policy should be considered a core element at all levels and stages of research design; not an after-thought once the “real research” has been completed. Bidders should demonstrate that they have given serious thought to policy influence and policy translation of their findings: this may include [among other possible elements] a) appropriate consultation at the start-up phase, to ensure that key actors are “on board”, or at least that their needs and attitudes have been meaningfully taken into account; b) detailed analysis at the design stage of policy context and policy-influence aims and challenges, with consideration of relevant specific aspects such as “windows of opportunity”; c) detailed analysis of how in-country actors might need to be involved in the research and/or its subsequent dissemination, in order to maximise chances of policy influence outcomes; d) due consideration of dissemination of methods and findings throughout the project, not just at the end; and e) inclusion within the team of individuals with specific responsibility for editing to ensure high-quality text. Larger projects may choose to include individuals with specific responsibility for policy translation. We note that WSUP Research & Policy Leads in each of the research countries will expect to be closely involved in research-into-policy work, and you can depend on some support in this area: this can reasonably include WSUP responsibility for preparation of non-academic publication materials summarising key aspects of aims, methodology and eventual findings. [Here we draw attention to Section 8.2, which states i) that any workshop events included within your bid must be fully funded from your budget, but ii) that WSUP will consider requests over and above budget to cover the costs of open-access academic publication.]

QUESTION YOU NEED TO ANSWER: In what ways does this project ensure a pro-active research-into-policy focus?

write here, maximum 150 words (please adhere strictly to this maximum word count)

Please submit a completed copy of this form attached as a separate file to your bid.