

**Field Completion Report
for
2nd Follow-up of Impact Evaluation of BYLC's Creating
a Sustainable Future Project
(BYLC's Randomized Control Trial Survey)**

Submitted By



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humane development through research and action

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Chapter 1: Introduction

Bangladesh Youth Leadership Center (BYLC) has been working to improve the leadership, professional, and entrepreneurial skills of Bangladesh's young men and women in the public, private, and civil sectors. BYLC launched Creating a Sustainable Future Project for young people to develop the skills required to practice leadership and participate in the country's development process. To measure the project's impact, BYLC conducted an impact evaluation of BYLC's Creating a Sustainable Future Project. The assignment aims to provide data collection and management services for 2nd follow-up of the impact evaluation of BYLC's Creating a Sustainable Future Project.

Study Population

- 1790 participants (Both treatment and control group) of the Baseline Survey

Note: BYLC shared 1794 participants list who were surveyed during baseline, but among those 4 were duplicate cases with different unique and reference IDs.

Type of the Survey

- Remote survey through Skype or Zoom

CAPI platform

- SurveyCTO

Scope of work

- Provide data collection and management services for BYLC within the period of performance.
- Maintain clear, accurate and complete records in respect of the Services
- Maintain the Records, including the soft copies thereof, until the expiration of four years after the date of final payment hereunder, or, if an audit begins during that period, until the audit is completed and all resulting questions are resolved
- Maintain any and all personal identifying information shared by BYLC or collected with the strictest of confidence and security in adherence to the Human Subjects Protocol as dictated by the Institutional Review Board (IRB) of BYLC and applicable data protection laws and shall not disclose such information to any third party without obtaining BYLC's prior written consent
- Any confidential or personal identifying information shall only be used by HDRC for the sole purpose of performing the services

Chapter 2: Survey Implementation

Preparatory Activities

Preparation of Android-Based Data Collection Application

Upon finalization of the structured questionnaire, HDRC prepared Android-based applications on the SurveyCTO platform for tab-based data collection. The Android-based applications were finalized through necessary checks on their functionality and accuracy.

Recruitment of Field Personnel

The field personnel will be selected from a previously prepared panel of field personnel who were involved in the Baseline and 1st follow-up survey. In selecting field personnel, preference were given to those who have ensured quality performance in the previous surveys.

List of Field Personnel:

SL No	Name	Designation
01	Mr Rysul Islam Noman	Supervisor
02	Mr Faruk Hossain Sabuj	Data Enumerator
03	Ms Lima Khatun	Data Enumerator
04	Ms Rifat Rahman	Data Enumerator
05	Ms Rabeya Sultana	Data Enumerator
07	Mr Kaysar Mahmud	Data Enumerator
06	Mr Fahim Sadek Sourav	Supervisor
08	Ms Shabnur Jahan	Data Enumerator
09	Mr Sohanur Rahman Sohan	Data Enumerator
10	Mr Nafiz Ahmed Emon	Data Enumerator
11	Mr Ariful Islam Arif	Data Enumerator
12	Ms Meher Jabin Mumu	Data Enumerator

Preparation of Tracking Sheets

For monitoring purposes and to ensure the implementation of the survey protocol, HDRC prepared tracking sheets for every enumerator and shared them with representatives of BYLC.

Finalization of Survey Protocol and Scripts (initial email, intro call scripts, invitation email, SMS, etc.)

Upon discussion with the representatives of BYLC, HDRC finalized the survey protocol for the enumerator and supervisors and the scripts (initial email, intro call scripts, invitation email, SMS, etc.).



Microsoft Word
Document



Endline Scripts



intro call
script_Endline



Intro Email

Training

Objective: Capacity building and preparing the enumerators to evaluate the BYLC's Creating a Sustainable Future Project

Major issues discussed:

- Description of BYLC's Creating a Sustainable Future Project
- Orientation to Research Methodology
- Orientation to Remote Survey Protocol
- Participants Details
- Orientation to Use of Skype video call, and Consent(Intro-call, main)
- Demographics of participants
- Work history and interest of participants
- SES & GHQ
- Discussion on Ethical issues, Dos and DONTs

Resource persons (Joined through an online platform):

BYLC Representative	HDRC
<ul style="list-style-type: none">• Ms Taieba Hosne Ishrat	<ul style="list-style-type: none">• Ms Laila Begum• Mr Faisal M Ahamed• Mr Ajoy Kumar Saha• Mr Shahinur Rahman

Total participants:

- The total number of participants was 12.
 - Enumerators: 10
 - Supervisors: 02

Duration:

The total duration of the training was two days (12-13 July 2023). The first day of training focused on understanding data collection instruments and fully comprehending the questionnaire and survey purposes. The following day emphasized MOCK tests.

Venue: Online platform

Methods: Interactive Lecture and discussion, Reading, Group discussion, PowerPoint presentation, MOCK test using SurveyCTO platform, etc.

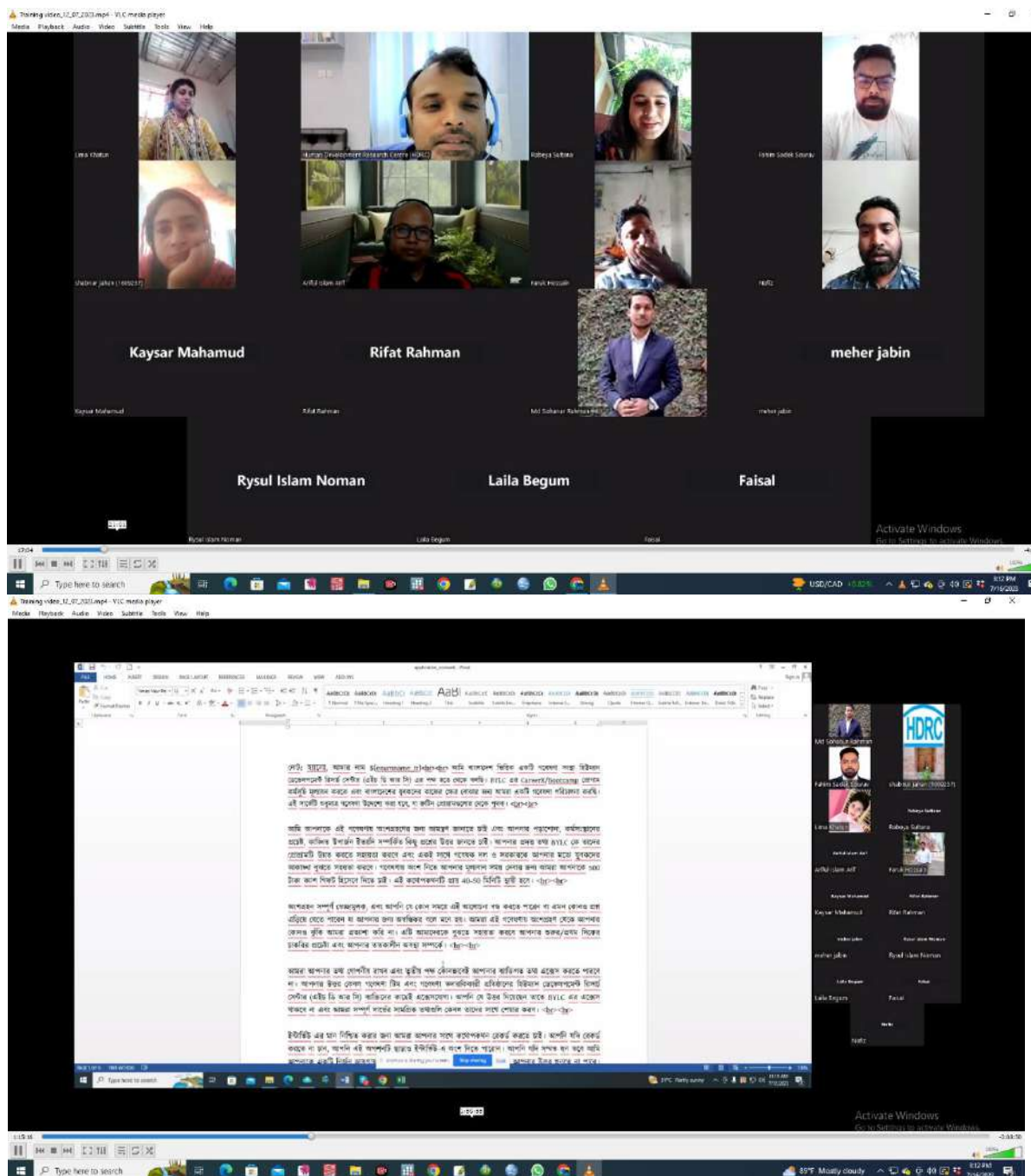
Materials used:

- Remote Survey Protocol
- List of respondents
- Scripts for Skype video call and Consent(Intro-call, main)
- Survey questionnaire (printed and electronic)
- Documented ethical issues, Dos and don'ts.

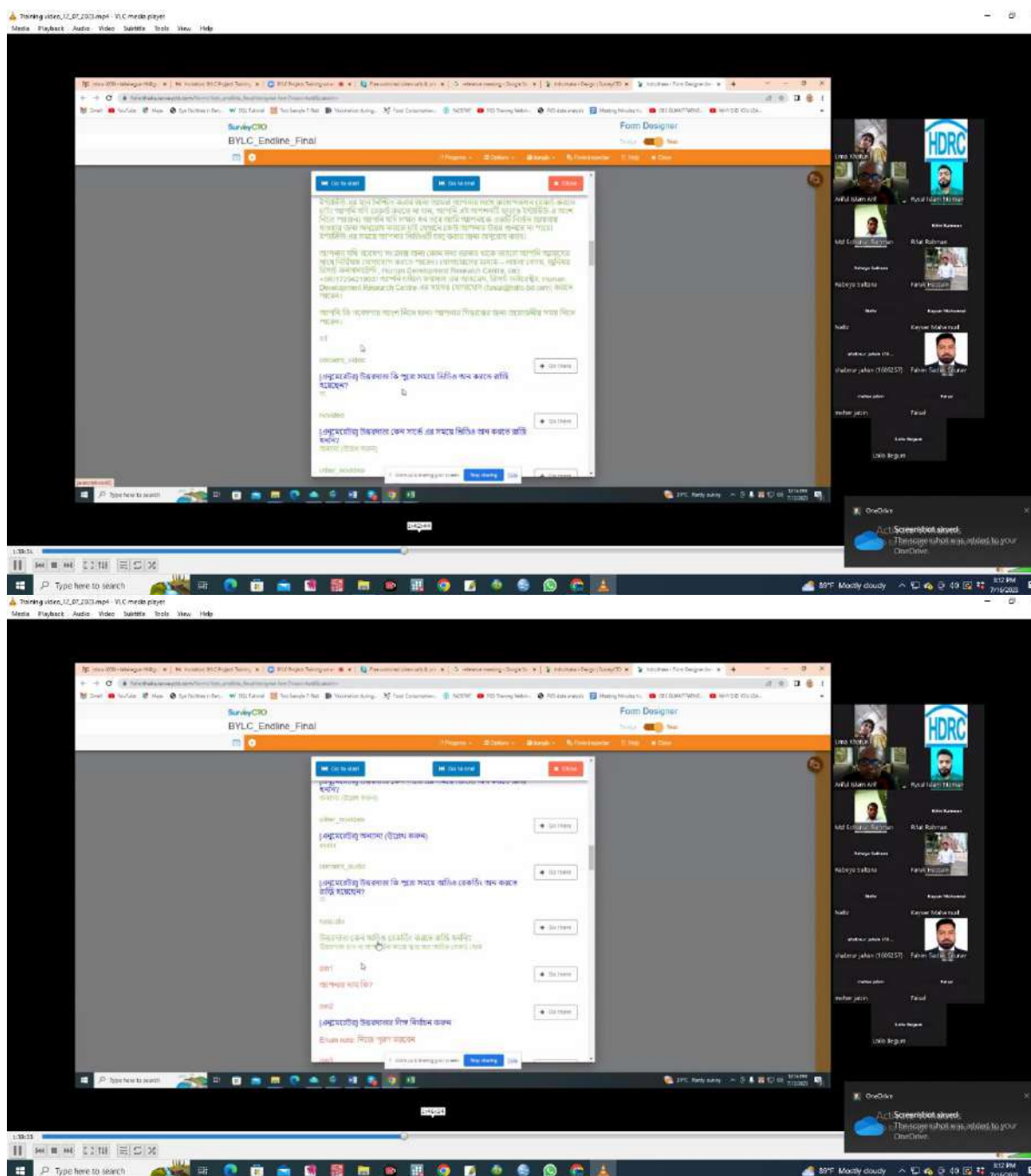
Expected outcome:

The expected outcome is to have trained, knowledgeable, and dedicated data collectors required to properly spearhead the data collection phase implementation with protocols for gathering

appropriate and accurate information on participants of BYLC's Creating a Sustainable Future Project in Bangladesh. These trained data collectors, guided by experienced supervisors, will be able to mobilize and collect information about participant's education, employment efforts, earning expectations, etc., and create a comfortable environment so that respondents do not hesitate to share sensitive and important information on the program interventions, any kind of outcomes and challenges and barriers.



The training also aimed to ensure the full understanding of the data collection instruments by the data enumerators and reduce the unexpected challenges and barriers during the remote survey. The employed mock test, recapitulation, and interactive sessions helped the trainees enhance their knowledge and skills on the overall survey procedures.



Remote Survey

The total duration of the survey was 2 months (28 July to 28 September 2023). The first day of the survey focused on calling the participants to schedule the interview.

Quality Control Measures

The quality assurance mechanism for the survey is an important issue as the survey was conducted remotely.

- The first step of quality assurance is to recruit qualified assessors. A stringent filtering process for the selection of assessors was put in place through interviewing and background checking;

- The assessors were trained properly on survey ethics, data collection modules, and appropriate facilitation strategies;
- Data was collected through Android-based applications with validation checked to minimize errors.

Remote Data Collection

The data quality control mechanism for the remote survey was a critical issue. HDRC undertook the following strategies/activities in the fieldwork for data quality assurance using a data quality assurance protocol:

- The study coordinator maintained day-to-day communication with interviewers;
- A feedback session was conducted every week.
- Interviewers followed **survey protocols** (6 attempts to reach the participants, facilitation techniques and consent) at every data collection step. The data collection method remained consistent;
- Interviewers shared their experiences, observations, and findings;
- The interviewers maintained tracking sheets of phone calls and complete and incomplete interviews with comments made for interviewing;
- HDRC team shared survey status updates from time to time upon discussion with the representative of BYLC; and
- HDRC took immediate steps to resolve the concerns for the smooth execution of data collection.

Data Quality Control

HDRC took the following steps for assuring quality control during data management, computerization, and cleaning:

- Checking entered data for consistency and recoding of 'other' responses to structured questions;
- Discussion with Water.org officials to validate some issues and findings;
- Multiple discussion and feedback sessions with interviewers on the interview experience and results identified;
- Generating single variable tables for consistency checks;
- Data cleaning and consistency checks; and
- Cross-tabulations and cross-checking of the quantitative findings with relevant qualitative findings.

Ethical Consideration

The safeguarding of the respondents/participants' personal data and maintenance of confidentiality of the respondents/participants are of utmost importance. The most relevant ethical issue concerns the privacy of the personal data of the respondents to be collected during a survey. Since this assignment aimed to collect primary data, the confidentiality of the respondents and participants was carefully maintained. The identity of the respondents/participants and all the data and information provided by the respondents/participants were kept confidential. Before collecting data and/or interviewing, any respondent permission was sought, and objectives were explained. Moreover, enumerators signed non-disclosure agreements to ensure that the phone number and all the data and information provided by the respondents/participants were kept confidential and non-transferable with anyone other than the study team and were used for the sole purpose of this survey for submission to PI.

Response Rate

Total participants: 1790

Survey Completed: 1423

% of Survey Participation: 79.5%

Refused to participate: 290

Did not pick up: 20

Switched off: 44

Went Abroad: 13

Total CV Received for Grading: 936

% of CV Received: 52.3%

Batch	Actual sample size in the treatment arm	Actual sample size in the control arm	HDRC survey completed												
			Respondents in the treatment arm	% of survey participation among treatment arm	Refused to participate in treatment arm	Switched off in treatment arm	Did not Pick Up in treatment arm	CV received in the treatment arm	Respondents in the control arm	% of survey participation among the control arm	Refused to participate in the control arm	Switched off in control arm	Did not Pick Up in control arm	Went Abroad in the control arm	CV received in the control arm
CareerX8	44	19	29	65.9	10	2	1	20	13	68.4	5	1	0	0	6
CareerX9	31	19	24	77.4	5	2	0	15	11	57.9	5	2	0	1	8
CareerX10	31	32	23	74.2	7	1	0	15	20	62.5	10	0	1	1	17
CareerX11	110	101	96	87.3	10	3	1	55	74	73.3	19	7	1	0	56
CareerX12	84	80	60	71.4	18	5	1	42	67	83.8	11	1	0	1	46
CareerX13	19	29	15	78.9	3	1	0	9	27	93.1	1	0	0	1	15
CareerX14	69	40	50	72.5	18	1	0	30	30	75.0	8	2	0	0	22
CareerX15	78	68	70	89.7	7	1	0	47	57	83.8	6	3	2	0	36
CareerX16	44	32	37	84.1	7	0	0	27	26	81.3	6	0	0	0	18
CareerX17	60	44	47	78.3	11	0	1	37	41	93.2	2	1	0	0	25
CareerX20	43	42	37	86.0	6	0	0	22	37	88.1	4	1	0	0	23
CareerX21	31	25	25	80.6	6	0	0	14	21	84.0	4	0	0	0	15
CareerX22	140	89	105	75.0	27	2	5	78	64	71.9	21	2	2	0	42
CareerX23	73	58	58	79.5	14	0	1	35	48	82.8	8	1	0	1	32
Career Bootcamp	139	116	109	78.4	21	3	4	69	102	87.9	10	2	0	2	60
Total	996	794	785	78.8	170	21	14	515	638	80.4	120	23	6	7	421

Note

- A) 290 participants refused to participate in the survey despite multiple efforts from the survey team. The protocol for the survey was followed to the point for these participants. Despite this, 290 of the participants did not intend to participate. The top reasons for such a lack of intent to participate are:
1. They are busy as they recently got a job and have no time to participate.
 2. Did not participate in the 1st follow-up. So, no intention of joining this survey.
 3. Feel bored answering the same questions a third time.
 4. Attending training at their current working organization.
 5. Respondents or family members are suffering from Dengue.
- B) We could not reach 77 participants despite multiple attempts. However, the 6 attempts according to the protocol are completed. HDRC team also rechecked those numbers following the protocol for the survey.

Challenges

- A few participants refused to keep the video on due to religious beliefs.
- Some participants refused to give interviews to enumerators of the opposite sex.
- The frequency of rescheduling is higher in 2nd follow-up than in the other 2 surveys.