
SCOPE OF WORK

Without exclusion of other responsibilities provided in this Agreement, the "NSS *Responsibilities*" shall include all of the following:

General Responsibilities

NSS shall be responsible for fielding and processing an annual Integrated Survey of Living Standards ("*ISLS*") for Armenia that will satisfy the monitoring and evaluation requirements of the Program for an ongoing household survey. Survey results will be analyzed by monitoring and evaluation contractors to measure accurately the decline in rural poverty and to determine the impact of the program on beneficiaries by best-practice statistical methods.

NSS will cooperate with representatives of MCA-Armenia, including experts invited by MCA-Armenia to provide their professional opinions, in undertaking the NSS Responsibilities.

NSS shall provide any clarifications, certificates, and other documentation relating to the work as may be reasonably requested by MCA-Armenia.

If any deviation from the Scope of Work and others NSS Responsibilities occurs, NSS shall take appropriate measures to eliminate the deviations, including any measures reasonably directed by MCA-Armenia.

Data Development Responsibilities

The following key impact indicators will be developed for the Rural Roads Rehabilitation Activity:

- the poverty rate in rural areas;
- the perceived poverty rate in rural areas;
- the change in real income from agriculture in rural areas;
- the change in non-farm income of rural households and satisfaction with public transportation in rural areas.

The following key impact indicators will be developed for the Infrastructure Activity:

- the poverty rate in rural areas;
- the perceived poverty rate in rural areas;
- the change in real income from agriculture in rural areas; and
- satisfaction with irrigation services (including access and reliability).

Survey Implementation

Work Plans. NSS shall establish and execute annual work plans for surveys to be supported by the Compact. Schedules shall be submitted to MCA-Armenia three (3) months before the start of each Armenian fiscal year. Work plans shall contain the dates by which each element of the Survey Implementation Tasks (set forth in paragraph 3.3.1 below) is to be completed.

Survey Structure. The survey will be used for analysis by NSS, MCC, MCA-Armenia and their designated consultants and will include additional questions related to MCA Compact interventions to evaluate rural road rehabilitation and the improvement of irrigation infrastructure. NSS shall follow the guidelines below:

The sample shall be at least (i) twice that used for rural communities in 2004, (ii) equal to that used for urban areas in 2004, and (iii) equal to that used for Yerevan in 2006 (unless expanded by separate funding), and shall be updated for both urban and rural areas to reflect changes in the housing stock from the last Census.

The structure of the ISLS Survey shall be that of the 2004 survey fielded with assistance from the World Bank, including all modules but updated to reflect 2006 items to account for improvements in survey design. Several 2004 questions shall be redesigned based on recommendations by MCC, MCA-Armenia, and their designated consultants in consultation with NSS to better measure program impact including information on satisfaction with irrigation and public transportation, and the adoption of better on-farm water management techniques offered in the water-to-market activity in the Compact.

The baseline for the impact evaluations shall be prior household surveys conducted by the NSS, as well as the expanded 2007 ISLS. Program evaluations shall be based on the 2008-2011 surveys before and after project implementation for households affected and not affected by the Program.

Survey Tasks. The NSS will accomplish the following tasks to implement the required surveys on an annual basis from 2007-2011:

ISLS

- Agreement with MCA-Armenia and MCC on items in ISLS Survey Instrument
- Pretest of additional ISLS questions
- Final survey design for the ISLS
- Re-listing of communities to ensure that sampling reflects changes in demographic patterns
- Training of interviewers (training materials prepared)
- Fielding of survey/quality control (with schedule over the year)
- Data entry and data verification
- Creation of analytic files
- Development of poverty indicators (i.e. headcount, gap, severity.)
- Provision of unedited files to MCA-Armenia, MCC and their designated consultants to assist NSS in matching and editing the micro-data files for the Compact evaluation
- Provision of fully edited and documented micro-data files to MCA-Armenia, MCC and designated consultants in agreed-upon format including individual community identifiers and files that can be matched to community survey data for detailed geographic analysis of Program results
- Draft Poverty Report
- Final Poverty Report (printed)

Data Delivery. NSS will provide MCA-Armenia, MCC, and their respective contractors with the following data:

Within 10 months of the completion of each survey (late October in the case of ISLS), data on the following indicators as defined in the Annex III of the Compact and M&E Plan:

- Poverty rate in rural areas;
- Perceived poverty rate in rural areas
- Change in real income from agriculture in rural areas;
- Change in non-farm income in rural areas
- Satisfaction with public transportation in rural areas;
- Share of respondents satisfied with irrigation services.

Within 6 months of the completion of each survey (by the end of June in the case of ISLS) and prior to public dissemination of the survey results, micro-data files (including individual community identifiers), initially cleared and verified by NSS, will be provided to MCA-Armenia and MCC. They should be used by them and their designated consultants to develop a methodology linking them to the community survey and to assist NSS in the editing of the micro-data files for the Compact evaluation.

Within 10 months of the completion of each survey (by late October in the case of ISLS) and following the public release of the survey results, finalized, fully-edited and documented micro-data files, including individual community identifiers, will be provided to MCA-Armenia and MCC for use by them and their designated consultants that can be matched to community survey data for detailed geographic analysis of Program results.

Release of Data. All reports, micro-data files and documentation (without identifiers) will be made available in their final form for public use no later than six (6) months after the final, edited data files have been released to MCC, MCA-Armenia and/or any of their respective designated consultants.

Progress Reports. NSS shall also be responsible for submitting brief, written, quarterly progress reports fifteen (15) days after the end of the quarter during the course of survey implementation related to the timetable of scheduled activities describing progress and problems encountered. Progress reports will be considered “draft” upon initial receipt. Drafts will be reviewed and accepted or concerns raised/comments provided within two weeks of receipt, unless otherwise specified. NSS shall address MCC's and MCA-Armenia's concerns and comments appropriately and provide final deliverables within one week of receiving MCC's and MCA-Armenia's response.