IDB

Call for Research Proposals
Guidelines

The Civil Registries in Latin America and the Caribbean: Addressing the institutional barriers to universal birth registration

The Inter-American Development Bank (IDB) and the Government of Korea (KPR) are inviting proposals to design and implement a database on institutional variables pertaining to civil and identification registries in Latin America and the Caribbean (LAC). The database will be available to study how legislative, institutional and technological aspects of civil registries affect government's effectiveness in service delivery and civil registration rates.

I. Motivation

Individuals who have not been enrolled in the civil registry are unable to obtain a legal identification document (identity card or passport, for example), and are at great risk of facing lifelong exclusion from social, political and economic benefits and rights. These may include access to education, health services, conditional cash transfers, pensions, banking services, and might be denied civil rights such as adoption, marriage and inheritance, among others.

Today almost 11% of children under the age of five live without a birth certificate in LAC (UNICEF, 2010). However, there is considerable heterogeneity across countries in the LAC region. Unregistered births range from over 20 percent in Bolivia and the Dominican Republic, to under 1 percent in Chile and Uruguay.

Depending on the legislation of the countries, documents of legal identification might consist of government-issued birth certificates, national identity cards, passports and/or driver's licenses. The civil registries in LAC are in charge of issuing birth certificates whereas national ID cards are generally issued by different agencies (with some exceptions like Chile, Peru or Panama). Birth certificates and ID cards are two of the most frequently used documents as proof of legal identity. It is for this reason that understanding how the legislative, institutional and technological aspects of civil registries impinge on service delivery and registration for guaranteeing universal access to registration services.

According to several studies, the problem of under-registration affects primarily the poor, those living in remote rural areas, the uneducated, indigenous groups, and females. Duryea, Olgiati and Stone (2006) also find that mothers are more likely to register a child's birth if they deliver at a health facility. Two of the most cited reasons for why the children are not registered are costs and distance to registry office (UNICEF, 2005; Bracamontes and Ordonez, 2006; Harbitz and Tamargo, 2009; Harbitz and Boekle-Giuffrida, 2009).

However, these studies have looked at the causes of under-registration almost exclusively from the household side. In contrast, very little is known about supply side determinants (i.e. the civil registries). For example, does the legal framework underpinning civil registries influence their effectiveness? What is the impact of institutional capacity (human capital and recourses) on the quality of service delivery? How does ICT of civil registries affect registration rates? How do the registries interact with other agencies, information gathering and sharing? What are the guiding administrative and institutional mechanisms in place? Are there clear incentives to obtain a birth certificate? Are these incentives coming from public or private sector initiatives?
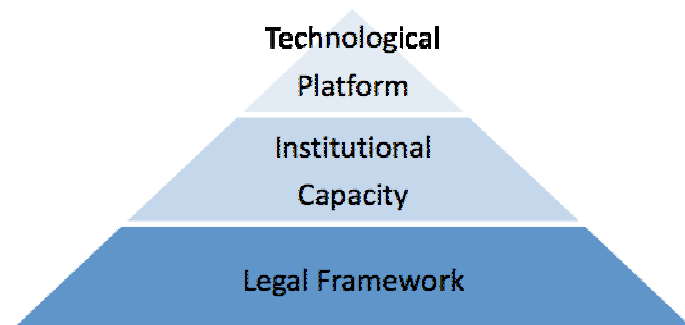
The final outcome of this research will be available on DataGov, a group of governance indicators from key public databases that are currently displayed on the IDB website. It will allow not only to IDB to maintain and update the final database but to provide a new tool for researchers, scholars and decision-makers.

II. Objectives

The objective of this call for proposals is to develop a database of civil and identification registries. In particular, the goal is to design variables to measure legal, institutional and technological aspects of them, in order to support research about how these characteristics affect different development outcomes across countries in LAC, among other things.

III. Scope and methodology

The data will be focus on three areas, including: **legal framework, institutional capacity and Technological platform (ICT)**. These three areas form a pyramidal structure over which the civil registries are founded, modified and improved.

The legal framework is the basic foundation under which civil registries operate. The obsolescence of the legal framework is one obstacle to modernizing civil registries. For example, in some countries, the legal framework states explicitly that to access benefits and rights, citizens must bear an identity card. In other countries, the legislation is silent on this matter. This may cause exclusion from benefits and rights on an ad hoc basis. Thus, the survey should contain questions regarding critical aspects of the legal framework, including for instance, the completeness of the legislation in regards to the administration, functions and operations of the civil registries and the utilization of documents of identifications.

Institutional capacity is the second layer of the structure and refers to the quality and quantity of its human capital and financial resources. Qualitative studies suggest that civil registries in LAC generate scarce revenues operating with insufficient budget and staff. Thus, the survey should contain questions on the revenue structure of civil registries (both from own resources and from the general budget); the composition of the personnel (e.g., education, training and years of experience); aspects of the quality of the service provided (e.g., time it takes to obtain a document of identification, requirements, etc.). The survey should also include the number and localization of civil registry offices and information about mobile and information campaigns to reach target beneficiaries. It would be useful to have information on the basic outputs of the civil registries such as number of people registered per day/year, projection of births and birth registered, etc.

Finally, the technological platform is the top layer of the pyramid. This could include aspects of the computerization of their procedures and inter-operability or digitalization of the data stored in books, among others. The survey should include questions on the infrastructure such as the critical components installed for basic operations.

IV. Proposal Design

Candidates are invited to present proposals to develop and build a database on civil registries in Latin America and the Caribbean. Proposals should consist of a work plan with detailed explanations of at least the following sections:

- To design and implement a database explaining how to group the different information blocks based on the topics already mentioned above (see IX. Matrix sample).
- Determine Identity/Registry variables and data sources. We are aware that it could be made in several steps well beyond the deadline of this particular call, however it is important to point this out, and if so, recommend the process that could be addressed in future calls.
- Procedures to implement the database with data from at least 10 LAC countries. If necessary, the IDB will facilitate the corresponding contacts with the civil registries and related institutions in the selected countries.
- Years covered. Preference will be given to proposals that span more than one year.
- A work schedule.

The CV of the experts involved in the project could be included along with the proposal. It is important that the candidates declare any previous experience in the design of this type of database collection, being specific about the topics and countries in which these were implemented.

V. Budget

The amount allocated to develop the winning proposal is up to $35,000 by the IDB-managed Korean Special Fund Poverty Reduction Program (KPR).

VI. Selection Criteria

This Call for Proposals seeks to obtain a technically and financially sound proposal from experts and research institutions legally established in one of the IDB's 48 member countries to develop a methodology and a database of institutional indicators for Civil Registry and Identification. The proposals will be evaluated taking into account the scope of the work presented in terms of addressing the topics described, countries covered, and work schedule. All proposals will be submitted to a committee of evaluation that will follow a pre-established procurement procedure.

VII.   Proposal Submission

Research institutions and experts interested in submitting a proposal can until February 10, 2012**.**

Proposals should be submitted using the Web Submission Form on the IDB website www.iadb.org/registry.

Institutions must provide the name and contact information of its legal representative, with authority to sign contracts with the IDB, if selected to conduct the study.

All the data collected will be owned by the IDB and must not be used for other purposes without its authorization.

Note: Proposals may be submitted in English or Spanish. They could not be longer than 9 double- spaced pages, using Arial 12 point font.

VIII.   Coordination and Schedule

The project will be administered by ICF/ICS of the IDB.

The schedule of activities is as follows:

December 20, 2011: IDB-KPR Call for Proposal opens and relevant documents are posted online.
February 11, 2012: Deadline for organizations to submit proposals under this Call.
February 14 - March 16, 2012: Assessment and selection processes will take place.
March 20, 2012: The selected bidder will be notified, and the contracting process will begin.

Only one proposal per organization/consultant is allowed. All proposals must be presented in accordance with the guidelines and must be submitted through the Application system before 12:00 (midnight) US Eastern Standard Time on February 11, 2012.

IX. Matrix Sample*

Civil Registry		
Live births (total)	UN World Population Policies 2009; World Development Indicators	#
Births attended by skilled health staff	World Development Indicators	% of total
Registered live births	Self constructed	#
Completeness of total births reporting (% of reported total live births to estimated total births)	Self constructed	%
Deaths (total)	UN World Population Policies 2009; World Development Indicators	#
Registered deaths	Self constructed	#
Completeness of total death reporting (% of reported total deaths to estimated total deaths)	Self constructed	%
School enrollment, primary	World Development Indicators	%
Progression to secondary school	World Development Indicators	%
Mandatory civil registry to access primary school	Self constructed	0-5**
Mandatory civil registry to access vaccination programs	Self constructed	0-5**
Availability of government online services	World Economic Forum. Global Information Technology Report	
Government success in ICT promotion	World Economic Forum. Global Information Technology Report	
Presence of ICT in government offices	World Economic Forum. Global Information Technology Report	
Online services (Internet)	Self constructed	0-5**
Online services (mobile)	Self constructed	0-5**
Confidence in municipalities	Latinobarometer	
Confidence in public administration	Latinobarometer	
Government effectiveness in reducing poverty and inequality	World Economic Forum. Global Competitiveness Report	
Existence of a unique ID Card	Self constructed	0-5**
Quality of information and statistics in general	Fundar. Latin American Index of Budget Transparency	

* This matrix is just an example and the candidates may or may not follow it
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0	Nonexistent	If the requirement does not exist or is not met
1	Proposed	If the requirement has been formally proposed b a law, decree, resolution or bill passed
2	Started	If the requirement is in its initial phase implementation
3	Developing	If the requirement is in its development phase, i.e. not all elements operate or not operate at full capacity, or it suffers from problems or weaknesses that impede its good performance

4	Implemented	If the requirement is operating with all its elements in full capacity, but its performance can still improve
5	Consolidated	If the requirement is operating optimally, its performance is satisfactory and is expected to sustainability

X. Bibliography

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