


TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

STUDY ON THE ALTERNATIVE RIGHTS OF PASSAGE

TERMS OF REFERENCE (to be completed by Hiring Office)	
Hiring Office:	Uganda Country Office
Purpose of consultancy:	The consultant will be part of the UNFPA and Opcit Research Team working on providing evidence to support the work of UNFPA Uganda country office on Alternative Rights of Passage as a strategy towards elimination of FGM. Main responsibilities during the initial days of consultancy period will be to manage a team of Research Assistants/Data Collectors. This will mean supporting in the recruitment of qualified Research Assistants, training and quality assurance during the data collection and processing period. The Consultant will also support in the engagement with relevant stakeholders and in the later stages of the consultancy period, work on data analysis and reporting.
Scope of work: <i>(Description of services, activities, or outputs)</i>	<ul style="list-style-type: none"> ● Recruitment of data collectors – The consultant will select a small group of local data collectors in the targeted locations. These data collectors will be selected on the basis of having proven experience in qualitative data collection and processing ● Participate in training to get a better understanding of the protocol, proposed methods and data analysis where needed ● Participate in initial workshop with key stakeholders and take lead in organizing and Training of data collectors ● Pre-test or pilot of the research tools to test the data collection methods and tools that have been developed and ensure that the tools are designed in a way that delivers the qualitative information required to meet objectives of the assessment ● Oversee Data collection over a proposed period of 10-days during which time data collection teams will gather data through FGDs, KIIS and IDIs in approximately 8-12 key locations. Data will be collected through recording and note takers notes. ● Cleaning data – During the data collection and processing, the consultant will be responsible for following up with their local research teams, ensuring that any discrepancies, errors and gaps are identified and addressed. ● Data analysis and Write-up of Uganda section of the overall report ● Generally Commissions and manages research and relationships with stakeholders including external partnerships to deliver high quality research and evidence outputs and related objectives on time and to UNFPA standards. <p>Deliverables</p> <ul style="list-style-type: none"> ● Recruitment of Data Collectors ● Training and field report

	<ul style="list-style-type: none"> ● Transcribed and cleaned data provided from the field sites ● Uganda Analysis and Report
Duration and working schedule:	This Consultancy will be for a period of up to 30 days. Specific Level of Effort will be determined in consultation with the Consultant, UNFPA and Opcit Research
Place where services are to be delivered:	Sebei & Karamoja Sub-region
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	This Consultancy will be for a period of up to 30 days between December 2021 and February 2022. Specific schedule will be determined in consultation with the Consultant, UNFPA and Opcit Research. All data collected for the purpose of this assignment will be made available on a Google Drive folder which will be created by the appointed consultant shared with UNFPA. The data will be the property of the UNFPA and shall not be shared by the national consultant without prior, written approval from UNFPA.
Terms of Payment	<p>Payment will be made upon delivery of key milestone;</p> <ol style="list-style-type: none"> 1. 20% - Upon submission of Inception report 2. 50% - Submission of training and Field Report including transcribed and cleaned data 3. 30% Upon submission of Uganda Analysis and Report endorsed by the lead Consultant
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	In the context of the study, there is a technical working group that will review and approve all major deliverables of the study, as per Terms of Reference prior to any payment due to the consultant.
Supervisory arrangements:	The consultant will be supervised by the UNFPA, under the overall guidance of the UNFPA Uganda Country Representative, and will report to the Programme Analyst – Gender and the Program Specialist Monitoring and Evaluation.
Expected travel:	Field Based
Required expertise, qualifications and competencies, including language requirements:	<ul style="list-style-type: none"> ● A minimum of a Master's degree with a significant research element, including Monitoring and Evaluation. ● At least seven years' experience on social behavioral research and or programming especially on Gender Based Violence and harmful practices. ● A solid understanding of social science including qualitative and behavioral research is desirable ● A sound technical knowledge of research/Evaluation design and in commissioning and research management to generate policy and program-

	<p>relevant evidence in Uganda.</p> <ul style="list-style-type: none"> • Preference will be given to candidates who can demonstrate at least some experience in Qualitative Monitoring and Evaluation (specifically outcome harvesting, outcome mapping, and most significant change) in addition to experience in Monitoring and Evaluation of GBV/Harmful practices programs/projects in Uganda. • Ability to critically appraise and interpret research proposals and reports is essential.
<p>Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:</p>	<p>On re-imbursement basis, the consultant will be provided stationery and Airtime for Communication, and fuel refund for field trips.</p>
<p>Application deadline and how to apply:</p>	<p>All applications should be sent by email to: nakibira@unfpa.org, copying alfeu@unfpa.org.</p>
<p>Signature of Requesting Officer in Hiring Office:</p> <div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div data-bbox="108 1352 438 1397"> <p>Date: 22-Nov-2021</p> </div> <div data-bbox="612 1261 887 1391" style="text-align: center;"> <p>DocuSigned by:</p>  <p>2D540185B941483...</p> <p>Florence Apuri Auma</p> </div> </div>	