



USC-Office of Population Studies Foundation, Inc.
University of San Carlos
Talamban, Cebu City, Philippines
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CALL FOR SHORT-TERM CONSULTANTS
27 November 2023

The USC-OFFICE of POPULATION STUDIES FOUNDATION, INC (OPS) is conducting a Research Study on Child, Early, Forced Marriage and Unions in the Philippines (CEFMU Study). The CEFMU Study examines the etiology, patterns and consequences of child unions and marriages in Eastern Visayas (Region 8).

The OPS is hiring two CONSULTANTS based in Region 8 to assist OPS in providing region-relevant perspectives in the preparation of the CEFMU Study research design, and protocols for data collection, training of field researchers and recruitment of study subjects (see attached Terms of Reference). This call is issued for consultancy work from December 14, 2023 to December 30, 2023..

Interested parties may submit their curriculum vitae along with an “Expression of Interest” letter indicating their desired consultancy fee not later than 13 December 2023.

Sincerely,


Napette L. Mayol
Director, USC-OPS



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**A Research Study on Child, Early, Forced Marriage and Unions in the Philippines (CEFMU Study)
Terms of Reference (TOR) for Region 8 (Eastern Visayas) Consultants
CEFMU Study Phase 1 (2023)
Date: November 27, 2023**

A. Overview on CEFMU Phase 1

The United Nations Population Fund (UNFPA) has commissioned the USC-OFFICE OF POPULATION STUDIES FOUNDATION, INC. (OPS) to conduct the CEFMU Study which examines the etiology, patterns and consequences of child unions and marriages in Eastern Visayas (Region 8). The CEFMU Study involves two phases: Phase 1 (Qualitative Research) and Phase 2 (to be discussed). Data collection for Phase 1 will be conducted in the following study areas: Southern Leyte and Samar (case provinces), and a control province (TBA).

This TOR is specific to 2023 Phase 1 activities focused on data collection planning and preparations. Qualitative data for this phase will be collected using the following methods:

- a) Key informant interviews (KII) among persons involved in the decision-making processes, service provision, counseling, education, care and other areas involving adolescents in CEFMU. KIIs are in-depth conversations, structured with the use of guide questions, with individuals who are considered knowledgeable or experts on the topic of interest, in this case CEFMU. The KIIs are meant to provide insights on the individual's perspectives on CEFMU and how processes are carried out with matters related to CEFMU. In light of the newly passed Anti-CEFMU law or RA 11596, the informants will also be asked about their opinions on this law (e.g., their awareness about the law, its usefulness or effectiveness in combatting CEFMU, their understanding of the coverage). The types and number of informants will be discussed in preparatory meetings.
- b) Semi-structured in-depth interviews (IDIs) will be conducted among female adolescents engaged in CEFMU, their partners and parents. Aside from collecting narratives, a short, self-administered questionnaire on sexual and pregnancy experiences will be administered among the adolescents. Specifics on the IDI respondents (CEFMU categories and number) will be discussed in preparatory meetings.
- c) Focus group discussions (FGDs) with CEFMU as primary topic among male and female adolescents and parents of adolescents. Specifics on the FGD participants (selection criteria and number per FGD) will be discussed in preparatory meetings.

B. Objectives of hiring consultants, required qualifications and scope of work specific to this TOR

Two researchers from Region 8 will be hired to assist OPS in providing region-relevant perspectives in the preparation of the CEFMU final research design, and protocols for data collection, training of field researchers and recruitment of study subjects.

B.1 Consultant Qualifications

1. Has research experience in topics or areas that are relevant to CEFMU
2. Has experience in conducting research projects and/or data collection activities in Region 8
3. Is knowledgeable about travel logistics, community networking and conducting field operations in Southern Leyte and Samar
4. Is currently based in a university or school in Region 8, and capable of networking with the academe in the region
5. Prior experience working with OPS or any of OPS' current or previous research collaborators is desirable

B.2 Scope of Work (December, 2023)

1. Review and provide inputs to the Phase 1 Research Design. and protocols for data collection, training of field researchers and recruitment of study subjects.
2. Review and provide inputs to the qualitative data collection instruments.
3. Participate in CEFMU Study meetings, as needed.

C. Phase 1 Data Collection Timetable

Activities	2023 Nov	Dec	2024 Jan	Feb	Mar
1. Preparatory meetings (includes preparing guide questions)					
2. Study design/ instruments adjustments and finalization					
3. Ethics review					
4. Training					
5. Data collection					
6. Data processing (transcription, translation, coding)					

Scope of work, schedule of deliverables, contract duration and payment details are specified in each Consultant's contracts.

C. Allowed charges:

1. Consultancy fee
2. Salary for Research Assistant(s)