

RFP - Qualitative assessment of adolescents' needs and reasons for early marriage and school drop outs

Background:

Centre for Catalyzing Change, (Formerly CEDPA India), is a non-profit organization committed to improving the lives of women and girls worldwide and has been working in India since 1987.

Within the domain of C3's work with adolescent girls, our goal is to enable young girls (and boys) to stay in school, delay age at marriage, promote gender equity, and help young people reduce their vulnerability to exploitation and violence, thereby increasing opportunities for a safer, healthier and more fulfilling and meaningful life.

About 21 percent of India's population is between the ages of 10 and 19 years, of whom 47 percent are female. In Assam the percent of girls married before the legal age is 32% and there are variations across state (NFHS 5). Similarly, significant percent of adolescent girls are dropped out from class 6th to 8th or from class 9th to 12th. Also, low percent of Adolescents are attending AHDs and utilizing services of AFHC etc.

Objectives and Sample for the Assessment

The aim of the study is to understand the status of health services utilization and the reasons for early marriage/ school dropout. The sample of 12 schools and 12 villages will be selected by using the random sampling method with the sample frame list of schools and villages. From each school and village, the SMC member, Nodal teachers, principals will be interviewed. Similarly from each of the village, VLCPC members, PRI members, AWWs, ASHAs, parents will be interviewed. At the block level, Health and ICDS functionaries will be interviewed.

List of participants for qualitative assessment

Category	Number per school/ village	Total number of activities
Districts	3 Districts – Kamrup, Dhubri, Nagaon	
Number of blocks	2 blocks per District	6 blocks
Number of Village	2 villages per Block	12 villages
ICDS block level officials	1 interview per block – CDPO/ MOIC	6 interviews
Teachers	1 Nodal teachers / principals per village	12 interviews
SMC members	1 SMC community member per block	6 interviews
VLCPC/PRI	1 interview per block	6 interviews
AWW/ASHA	2 interviews per village	24 interviews
Block Coordinators	1 per block	6 interviews

Parents	1 FGD per block	6 FGDs
Adolescent Girls	1 FGD per block	6 FGDs
Total Activities		60 IDIs and 12 FGDs

Proposed data collection procedures

All data collection instruments and procedures will be planned with the consultation of C3. Consent will be sought from all categories of the participants for the assessment to ensure that questions and the data collection procedures are conducted with appropriate sensitivity and are not perceived as stigmatizing. The study tools were pre-tested among a small group of participants with similar characteristics as the study population to identify potentially negative consequences and modified accordingly. Study tools for Village level functionaries will be translated and pretested in the relevant local language. Overall the study design will comprise the following methods:

1. **Interviews with Nodal teachers /Principals and School Management committees:** C3 is proposing to conduct the interviews with the Nodal teachers/Principals and School Management committee members to understand the understand the processes followed to strengthen the Adolescent Health days and Strengthening AFHCs along with to understand the reasons for early marriage and school dropouts.
2. **Interviews with FLWs:** C3 is proposing to conduct the interviews with the AWWs/ASHAs and PRI/VLCPC members to understand the reasons at the community level.
3. **FGDs with parents and Adolescents:** C3 is proposing to conduct the FGDs with parents. The objective of the FGDs is to understand the parental perceptions and reasons for their children’s access and utilization of Health services and the reasons for school dropout and early marriage.
4. **IDIs with Block level functionaries:** The in-depth interviews (IDIs) with the block level officials and program staff will be planned and conducted. The objectives of the interviews will be to collect the data on how have the policies, programs etc. on adolescence education and marriage evolved over the years.

Tools: The following tools will be developed and used for the qualitative assessment

1. IDI guidelines for Nodal teachers, Principals and SMC members
2. IDI guidelines for Frontline workers and VLCPC/PRIs
3. IDI guidelines for Block level functionaries
4. FGD guides for parents and Adolescents
5. IDI guidelines for Block coordinators and field animators

Training of Field Staff, Field Supervision

- The research agency will be responsible for adequately training the data collection team
- Teams should have both male and female investigators
- The research agency will be responsible for conducting training at Assam for the field investigators. The agency will be responsible for hiring venue and logistics for the training.
- Experts and representatives of C3 will participate and assess the quality of the training.
- C3 officials would also visit field during data collection for on-the-spot assessment of quality of data collection. The agency is expected to make quick actions on any recommendations suggested during these spot visits.

Data collection and procedures:

Qualitative data will be captured on paper and audio tapes and later transcribed, translated and typed into MS Word, before being exported into Atlas Ti or QSR NVivo 10 software management and analysis.

Data management and analysis

A thematic framework will be used in qualitative analysis, allowing for iterative use of both deductive and inductive approaches. Final qualitative analysis will be organized around a description of the nature, manifestations and experiences and factors contributing to the early marriage and school drop outs

Data quality mechanisms: The agency will decide and narrate the data quality mechanisms.

Report writing: Along with Qualitative report, the agency will be writing the consolidated report with the analyzed quantitative data.

Timelines for the study: The study need to be carried out between March- April 2021

Role of the agency:

- Identification, recruitment and training of investigators and other field level staff.
- The training will be arranged and conducted by the agency
- **Planning, launch and implementation of data collection ensuring data quality mechanisms**
- **Scrutiny of Questionnaires, Coding of responses, Data Entry of quantitative questionnaires**
- **Transcriptions for Qualitative assessments**
- **Submission of data in SAV format**
- Submission of all the survey materials (filled-up questionnaires, transcriptions, Audio recordings and data sets) to C3

Data Quality Assurance, Data Processing and Report Writing

- The research agency will be required to undertake scrutiny of questionnaires, data coding and entry and clean the data and submit the data to C3
- The Research Agency will timely submit the weekly report on data collection and quality assurance.
- The final responsibility of ensuring data quality rests with the agency; C3 maintains the right to reject the data, if there are inconsistencies or inaccuracies observed in quality of the data gathered. Any inconsistencies identified will lead to repeat survey entirely at the cost of the research agency.
- The research agency would **ENSURE DATA CONSISTENCY** before submitting it to C3.
- All data and results of this assessment are the property of C3 and cannot be published or disseminated elsewhere by the research agency.
- The research agency will carry out **DATA ANALYSIS AND REPORT WRITING**.
- The research Agency would provide C3 analysis plan and two Reports- a detailed Report of the Study and an abridged version of the Report in the form of an Executive Summary.

Deliverables from Agency:

The final products submitted by the agency towards the successful completion of this assignment would include:

- Report on the training of investigators, team composition and data quality checking
- Final guide lines for IDIs and FGDs
- Voice recordings and transcription
- Field notes
- Results presentation
- Final Report with Abridged version of report in form of Executive Summary
- Lessons learned and recommendations

Support required from C3:

1. Finalization of IDI guides and FGD guides
2. Final factsheet and draft report and presentation of the quantitative data

Criteria for short-listing of agencies

- Agency should possess essential infrastructure facilities to conduct research.
- Adequate experience, past record, expertise, good reputation and credibility of research agency in conducting social research and surveys in the field of Adolescent programs

- Agency should provide indicative evidence that they have experience needed to take similar surveys.
- Quality of proposals should be good and it should follow the guidance provided in this ToR.
- The clarity of proposal, soundness of field implementation plan, budget, adherence to timelines and approach.
- Proposals reaching C3 within the specified timelines.

PLEASE SUBMIT YOUR DETAILED PROPOSALS WITH TIMELINE AND BUDGET THROUGH EMAIL BY 5:00 PM on March 25th, 2021 to

Centre for Catalyzing change, Email: monitoring@c3india.org