



Scope of Work and Deliverables

USAID Advancing Nutrition Technical Team

Date of Request:	<i>October 1, 2021</i>
Purpose:	<i>The consultant will code qualitative data in French and support analysis of the data</i>
Place of Performance:	<i>Virtual</i>
Provider(s):	Consultant(s)
Period of Performance:	<i>November 2021- January 2022</i>

SERVICES/SCOPE OF WORK¹: *The Contractor shall use all reasonable efforts to perform the following services in accordance with the terms and conditions set forth in this agreement:*

A. Background

USAID Advancing Nutrition is conducting formative research in two districts in Niger: Maradi and Zinder. The purpose is to understand practices and perceptions of women of reproductive age, caregivers of young children, and adolescent girls related to vitamin A and iron folic acid supplementation and improving diverse diets.

The qualitative research data collection will be led by a local research team and use methods such as in-depth interviews and focus group discussions. The research team will translate the findings from local language into French for analysis.

B. Objective

The objective is to engage a consultant to help with coding the qualitative data in Atlas.ti as part of a team. The consultant would also contribute to translation during meetings with the research team, and analysis of this data by sharing key themes and insights from the coded data.

C. Activities

¹ USAID approval is required prior to any travel and payments associated with travel, travel-related tasks/responsibilities/deliverables or payments are contingent upon receiving USAID approval. The consultant will also need to provide documentation of medical clearance.

- Support check in meetings with the research team in Niger and the activity lead, translating between French and English.
- Work as a team to code data from the interviews and focus group discussions in Atlas.ti. This will entail learning the code book, practicing with the code book to ensure a high level of inter-coder agreement, and then coding data in French as agreed with the activity lead.
- Share coding updates regularly with the activity lead to be able to resolve questions and challenges.
- Provide input into the analysis based on learning from coding.

D. Deliverables and Schedule

The Contractor is responsible for the timely submission of the following deliverables, as part of the SOW:

<i>Del. No.</i>	<i>Deliverable Name</i>	<i>Deliverable Description</i>	<i>Due Date</i>	<i>Total Deliverable Value*</i>
1	Translation between French and English of meetings	Meeting notes of check in meetings with the research team in Niger and the activity lead		3 days
2	Coded data sets	Coded data sets from French into Atlas.ti in English		10 days
3	Written input into data analysis summary	Written input into data analysis summary		2 days

**To be completed by the Contracts Manager.*

[For consultants only:] The total LOE is approximately equivalent to **15** days.

All required deliverables and reports shall be submitted to the JSI Activity Manager listed on Page 1.

E. Consultant Qualifications

- Bachelor degree in global health and nutrition, or social sciences.
- Experience with qualitative data analysis. (No prior experience with Atlas.ti is required).
- Fluency in French and English.