

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS AND CONTRACTORS

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| Title: Study on Children's Perspectives about Climate Changes and Environmental Protection and Socio-economic Development Plans (SEDPs) | Funding Code: GOJ NON-GRANT (RR) | Type of engagement Individual consultants <input checked="" type="checkbox"/> <input type="checkbox"/> Individual Contractor Part-Time* <input type="checkbox"/> Individual Contractor Full-Time * *Maximum end date 30 March 2025 | Duty Station: Viet Nam |
| Purpose of Activity/Assignment: Mobilize the participation of children and adolescents in the process of formulating, monitoring and evaluating the 5-year and annual Socio-Economic Development and Sectoral Plans for 2026-2030 of the three provinces of Soc Trang, Ca Mau and Bac Lieu, especially related to environmental protection and climate change response. | | | |
| Scope of Work: <p>Viet Nam has, over the past 30 years, achieved remarkable socioeconomic progress. Reforms and investment in human capital have stimulated an economic transformation that has propelled the country into lower-middle-income status. The UN Common Country Analysis in Viet Nam confirmed strong progress across several Sustainable Development Goals. However, according to Viet Nam's 2020 National Report, too many people have not yet benefited from or have been left out of this rapid ascent into a modern, connected economy, while inequalities have grown and deepened requiring specific, sustained investments to better deliver on the Sustainable Development Goals.</p> <p>The Government of Viet Nam has demonstrated its commitments to child rights and children. Specifically, priorities for children are expressed through the 13th Party Congress's Political Document, the 2021-2030 Socio-economic Development Strategy, 2021-2025 Socio-economic Development Plan, the national targeted programme on sustainable poverty reduction, the new rural programme for development for ethnic minority and mountainous areas, and the National Action Program on Children for the period 2021-2030.</p> <p>Despite progress made on child rights, multidimensional child poverty remains significant (10.7 per cent), with disparities between rural and urban areas (13. versus 6 per cent) and among ethnic minorities (33.1 versus 6.3 per cent for the majority of Kinh and Hoa). Viet Nam is one of the countries most vulnerable to the effects of climate change, ranked sixth by the Global Climate Risk Index in 2020. Children living in the poorest households are significantly more affected by the consequences of extreme weather events. 50 per cent of studied children living in the poorest households in Viet Nam had experienced at least one extreme weather event that affected the household economy, compared to 17 per cent of the least poor households.</p> <p>The project "Child-Friendly Policies and Plans for the Period 2023-2026" between the Ministry of Planning and Investment and UNICEF is expected to enhance the institutional capacity of the Ministry of Planning and Investment in policy formulation and implementation based on evidence. This aims to better fulfill children's rights, particularly in planning, resource mobilization, implementation, and monitoring of socio-economic development plans, the Sustainable Development Goals (SDGs), and the national targeted programmes (NTPs).</p> <p>The Department of Science, Education, Natural Resources, and Environment (DSENRE) of the Ministry of Planning and Investment is the national focal point for implementing sustainable development and green growth. It is also responsible for formulating and monitoring socio-economic development plans (SEDPs)</p> | | | |

and medium-term public investment plans in the fields of education and training, science and technology, and natural resources and environment. Under this project, DSENRE/MPI in conjunction UNICEF designed activities with a focus on promoting children's rights in the implementation of sustainable development goals, green growth, environmental protection, and climate change response.

Therefore, within the project framework, DESENRE/MPI and UNICEF plan to recruit national consultants with effective methods for capturing the opinions and perspectives of children and adolescents on issues related to environmental protection and climate change in the three provinces of Soc Trang, Bac Lieu and Ca Mau.

Objectives

The overall objective of this assignment is to facilitate the meaningful participation of children and adolescents in the process of formulating, monitoring and evaluating the 5-year and annual Socio-Economic Development and Sectoral Plans (2026-2030) of the three provinces of Soc Trang, Ca Mau and Bac Lieu, especially related to environmental protection and climate change response.

Specific objectives include:

- Design and roll-out effective methods to collect opinions from children (including boys, girls, vulnerable children such as children with disabilities, children from poor households, ethnic minority children, children living in areas affected by natural disasters, etc.) in localities/schools of the 3 provinces of Soc Trang, Ca Mau and Bac Lieu on priority issues and actions related to climate change response and environmental protection that need to be included in the Socio-Economic Development Plans.
- Develop a summary report on surveys, studies and consultations of children and adolescents' opinions and perspectives on issues related to environmental protection and climate change to inform the development of the Socio-Economic Development Plans (SEDP) and sectoral plans in the 3 provinces of Soc Trang, Bac Lieu and Ca Mau.
- Provide technical support through consultation and sharing of research results with the 3 provinces of Soc Trang, Ca Mau and Bac Lieu.

Scope and methodology

This study will take place during September 2024 – March 2025 and with intensive field work at the 3 provinces, in consultation with DSENRE/MPI.

Key questions to be addressed during data collection, compilation, analysis, and assessment include:

- What are the roles of the local Socio-Economic Development Plan and sectoral plans in climate action and environment protection?
- What are the priorities and actions related to climate change response and environmental protection?
- Have children/adolescents been consistently consulted for the formulation and monitoring of the provincial socio-economic plans, especially on climate change and environment? What conditions are needed to enable children to participate in actions related to climate change response and environmental protection?
- What are the effective mechanisms for children's participation?
- If and how children have been informed and updated about provincial policies? Do they regularly receive and are they updated with information on climate change response and environmental protection?
- What is their role in activities related to climate change response and environmental protection at home, school and community level?

- What support do families, schools and local levels need so that children’s wishes and aspirations regarding environmental protection and climate change response can be promoted through the Socio-Economic Development Plan?

The consultants are to propose the most effective methods for this study. However, it is envisaged that they will use a mix-method approach using both quantitative and qualitative methodologies, including survey, desk review, case studies, semi-structured interviews and focus group discussions. Ethical clearance is required for this study as it involves interviewing children.

Child Safeguarding

Is this project/assignment considered as “[Elevated Risk Role](#)” from a child safeguarding perspective?

YES NO; If YES, check all that apply:

Direct contact role YES NO

If yes, please indicate the number of hours/months of direct interpersonal contact with children, or work in their immediately physical proximity, with limited supervision by a more senior member of personnel:

It is estimated 1 months (out of 5 months for the whole assignment).

Child data role YES NO

If yes, please indicate the number of hours/months of manipulating or transmitting personal-identifiable information of children (name, national ID, location data, photos):

2 months

More information is available in the [Child Safeguarding SharePoint](#) and [Child Safeguarding FAQs and Updates](#)

To execute this complex assignment, we anticipate requiring a lead consultant and a team member. The lead consultant will be responsible for the recruitment of the team member and will be accountable for managing the entire process and delivering all required deliverables.

| Work Assignments Overview | Deliverables/Outputs | Delivery deadline | |
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| 1) Preparation of a detailed work plan with the following detailed information: <ul style="list-style-type: none"> • Sound methodology for task implementation (creative and innovative methods to facilitate meaningful participation of children and young people). This includes making the advantage of using U- | Available detailed workplan approved by UNICEF and DSENRE. Such a workplan is expected to describe the following information: <ul style="list-style-type: none"> • Sound methodology for task implementation (creative and innovative | 30 Sept 2024 | |

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| <p>reporters – UNICEF’s initiative for children participation in Viet Nam¹. The consultants are expected to consult UNICEF, especially the social policy and communication teams on the potential of using the U-report platform as a complementary method.</p> <ul style="list-style-type: none"> Proposed list of reference documents. Planned implementation schedule (including product submission plan, anticipated field survey schedule) and list of key informants for field surveys. Propose outlines for the final report for each province to the Department of Science, Education, Natural Resources, and Environment (DSENRE) and UNICEF. | <p>methods to facilitate meaningful participation of children and young people).</p> <ul style="list-style-type: none"> Proposed list of reference documents. Planned implementation schedule (including product submission plan, anticipated field survey schedule) and list of key informants for field surveys. Propose outlines for full reports and summaries for each province. | | |
| <p>Review and study relevant documents (for example: National Socio-Economic Development Strategy and Plan and implementation plan and report of Socio-Economic Development Plan 2021-2025 and annual Socio-Economic Development Plan 2021-2023 of Soc Trang, Ca Mau and Bac Lieu provinces, etc.), and documents related to children's participation in the policy-making process especially in policies and plans related to climate change and environmental protection materials/other success stories in the region and see if any literature is relevant. .</p> | <p>Available literature review report</p> | <p>10 Oct 2024</p> | |
| <p>2) Designing effective and innovative methods to collect opinions and perspectives of children and adolescents on priorities and actions to respond to climate change and protect the environment should be integrated into the SEDP to prepare for direct consultation in the provinces.</p> | <p>Available raw data from three provinces of Soc Trang, Ca Mau and Bac Lieu</p> | <p>30 Oct 2024</p> | |

¹ More details about U-Report and the initiative in Viet Nam could be found here: <https://vietnam.ureport.in/>

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| <p>3) Develop a synthesis report on children’s opinions on issues related to environmental protection and climate change in the Socio-Economic Development Plan and sectoral plans in the three provinces of Soc Trang, Bac Lieu and Ca Mau.</p> | <p>Available draft full reports for 3 provinces (one report for each province) presenting:</p> <ul style="list-style-type: none"> • Key findings including a synthesis of lessons learnt from the region and recommendations from the perspectives of children and adolescents about issues and priorities related to environmental protection and climate change in the Socio-Economic Development Plans and sectoral plans in the three provinces of Soc Trang, Bac Lieu and Ca Mau. | <p>30 Nov 2024</p> | |
| <p>4) Facilitate consultations/validation with participating provinces (Sóc Trăng, Cà Mau, and Bạc Liêu):</p> <ul style="list-style-type: none"> • Prepare and organize separate consultation workshops in each province and one joint workshop for the three provinces (planned to be held in Cần Thơ): expected workshop program, presentations, questions for discussions, and summary of comments and feedback after these workshops. | <p>Available documentation of inputs and comments from all relevant stakeholders invited to provincial and inter-provincial consultations.</p> | <p>10 December 2024</p> | |
| <p>5) Finalize the final report children' opinions on issues related to environmental protection and climate change in the Socio-Economic Development Plan in the three provinces of Soc Trang, Bac Lieu and Ca Mau (Three full reports – each report with a maximum length of 15 pages, and three summary reports – each summary with a maximum of 3 pages, in both Vietnamese and English).</p> | <p>Available final full reports and summaries for three provinces of Soc Trang, Ca Mau and Bac Lieu approved by UNICEF and DSENRE incorporating comments and inputs from all relevant stakeholders in both English and Vietnamese (Three full reports – each report with a maximum length of 15 pages, and three summary</p> | <p>30 March 2025</p> | |

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| | reports – each summary with a maximum of 3 pages) | | |
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| Payment Schedule | |
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| <u>Payment #1: Upon completion of Work Assignment #1 and #2</u> <ul style="list-style-type: none"> • Available detailed workplan approved by UNICEF and DSENRE. • Available literature review report. | |
| <u>Payment#2: Up completion of Work Assignment #3, and #4:</u> <ul style="list-style-type: none"> • Available raw data from three provinces. • Available draft full reports for 3 provinces. | |
| <u>Payment 3: Upon completion of Work Assignment #5 and #6</u> <ul style="list-style-type: none"> • Available documentation of inputs and comments from all relevant stakeholders. • Available final full reports and summaries for three provinces approved by UNICEF and DSENRE. | |

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| Budget Year: 2024 | Requesting Section/Issuing Office: Social Policy and Governance | |
| Included in Annual/Rolling Workplan: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, please justify: As MPI has not received approval | | |
| Consultant sourcing: <input checked="" type="checkbox"/> National <input type="checkbox"/> International <input type="checkbox"/> Both Competitive Selection: <input checked="" type="checkbox"/> Advertisement <input type="checkbox"/> <input type="checkbox"/> Roster Single Source Selection <input type="checkbox"/> (Emergency - Director's approval) | | Request for: <input checked="" type="checkbox"/> New SSA – Individual Contract <input type="checkbox"/> Extension/ Amendment |
| If Extension, Justification for extension: | | |
| Supervisor: Nguyen Thi Thanh An Social Policy Specialist | Start Date: 20 September2024 | End Date: 30 March 2025 |

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| Minimum Qualifications required*: <input type="checkbox"/> Bachelors <input checked="" type="checkbox"/> Masters <input type="checkbox"/> PhD <input type="checkbox"/> Other <ul style="list-style-type: none"> At least a master's degree graduate specializing in social/economic/development economics. 10- 15 years of experience in the fields of children's issues/social issues/socio-economic/sustainable development or related fields | | Knowledge/Expertise/Skills required *: <ul style="list-style-type: none"> Understanding of Viet Nam's political environment, legal framework, and policies related to children/social issues/socio-economic/sustainable development or related fields. Have excellent skills and experience in writing reports on children/social issues/socio-economic/sustainable development or related fields. Proficient in both spoken and written English and Vietnamese, with strong interpersonal skills and good relationships with relevant partners | |
| Evaluation Criteria (This will be used for the Selection Report (for clarification see Guidance)) A) Technical Evaluation (e.g., maximum 75 Points) <ul style="list-style-type: none"> Educational background (15 points): <ul style="list-style-type: none"> At least a master's degree graduate specializing in social science, public policy or relevant discipline. Relevant work experience (40 points): <ul style="list-style-type: none"> 10-15 years of experience in the fields of children's issues/social issues/socio-economic/sustainable development or related fields Understanding of Viet Nam's political environment, legal frameworks, and policies related to children/social issues/socio-economic/sustainable development or related fields. Skills (20 points): <ul style="list-style-type: none"> Have excellent skills and experience in writing reports on children/social issues/socio-economic/sustainable development or related fields. Proficient in both spoken and written English and Vietnamese, with strong interpersonal skills and good relationships with relevant partners Submission of at least 2 samples of written work required. B) Financial Proposal (e.g., maximum of 25 Points) All prices/rates quoted must be exclusive of all taxes as UNICEF is a tax-exempt organization. Financial proposal should be all-inclusive lump-sum cost including consultancy fee, cost for the research team to travel for field data collection and other related expenses. The lump-sum should be divided across the set deliverables of the assignment. The project will not support cost for international travel, and other related expenses. Please clearly indicate currency of financial proposal (mandatory in VND for local vendors). | | | |
| Administrative details: Visa assistance required: <input type="checkbox"/> | | If office based, seating arrangement identified: <input type="checkbox"/> IT and Communication equipment required: <input type="checkbox"/> Internet access required: <input type="checkbox"/> | |

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| <input checked="" type="checkbox"/> Home Based <input type="checkbox"/> Office Based: | |
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