

**FORMS OF THE WASH SECTOR CONSULTANTS AND THEORY OF CHANGE**

Title	Funding Code	Type of engagement	Duty Station:
Consultant for Nigeria WASH Sector Theory of Change	Non-Grant	<input checked="" type="checkbox"/> Consultant <input type="checkbox"/> Individual Contractor Part-Time <input type="checkbox"/> Individual Contractor Full-Time	Abuja
<p><b>Purpose of Activity/Assignment:</b></p> <p>The purpose of this assignment is to facilitate the development of a national WASH sector comprehensive analytical Theory of Change ‘Theory of Change (ToC)’ document through engagement with Government at federal and state levels, UN agencies, Development Partners and Private Sector actors for the facilitation of a clear and detailed comprehensive conceptual framework of the WASH sector in Nigeria that is aligned to national priorities and SDG 6 and contributes to Child Survival and Development.</p> <p>In 2019, UNICEF carried out an evaluation of the FGN/UNICEF WASH programme 2014 – 2017. One of the recommendations of the evaluation was the development of a theory of change for the sector in collaboration with the Government, UN agencies, development partners and the private sector with the aim of aligning the FGN/UNICEF WASH Programme with SDG 6, UNICEF’s global WASH Strategy 2016-2030 and the National priority of ending open defecation by the year 2025. Therefore, the theory of change will support future programming, specifically geared towards access to and use of safe and sustainable water, sanitation and hygiene for all and its impact on child survival and development.</p> <p>The consultant will assist the WASH Section to address this recommendation of the evaluation report by facilitating the process of developing a ToC for the WASH sector. This will be achieved by engaging with government, development partners, the private sector and UN organizations and agencies in Nigeria involved in WASH interventions. The individual consultant would be expected to do a desk review of relevant documents and facilitate workshops and a consultative forum that will lead to the development of a ToC that is accepted by all stakeholders and addresses the need of the sector.</p>			
<p><b>Scope of Work:</b></p> <p>The individual consultant will work closely with the Federal Ministry of Water Resources (FMWR), National Task Group on Sanitation (NTGS), the Clean Nigeria Campaign (CNC) Secretariat, States governments UNICEF Country and Field Office colleagues and other stakeholders in the sector to develop a sector wide ToC.</p> <p>This task will involve a review of national plans, strategies and priorities for the sector, facilitation of a stakeholders’ forum and workshop for the development of a theory of change. A final report of the process and copies of the theory of change.</p> <p><b>The expected deliverables for this activity are: 1) A comprehensive analytical ToC document of the WASH sector in Nigeria including an executive summary, a diagrammatic representation, and two-pager infographics; and 2) a narrative report of the assignment.</b></p> <p><b>Child Safeguarding</b>                      Is this project/assignment considered as “<u>Elevated Risk Role</u>” from a child safeguarding perspective?</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, check all that apply:</p>			

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**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:

**Child data role**       YES     NO


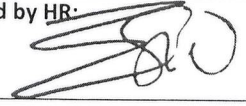

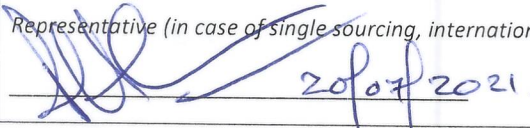
If yes, please indicate the number of hours/months of manipulating or transmitting personal-identifiable information of children (name, national ID, location data, photos):

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

<b>Budget Year:</b> 2021	<b>Requesting Section/Issuing Office:</b> WASH	<b>Reasons why consultancy cannot be done by staff:</b> The consultancy will be working directly with Government partners, and stakeholders in the sector. Having an external person to facilitate the development of the sector-wide ToC fosters ownership of the process and the output by government partners and stakeholders. The section does not have human resource capacity and time to engage with this process directly at the moment, hence the need for an individual consultant.
<p><b>Included in Annual/Rolling Workplan:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No, please justify:          This Consultancy will contribute to output 2.1 of the FGN-UNICEF rolling workplan for 2021 – 2022. Cost will be covered with funds in regular resources.</p> <p>The specific output and activities in the workplan are:  <b>Output 2.1:</b> Federal, state and local governments have strengthened institutional capacity and systems (to formulate evidence-based plans, budget, coordinate, monitor and mobilize resources) for scaling up equitable WASH interventions.</p> <p><b>Activity 2.1.4 – Strengthen WASH Sector Coordination, National Monitoring, Reporting and Evaluation Systems, and contributes to the attainment of other milestones under output 2.1.</b></p>		
<b>Consultant sourcing:</b> <input type="checkbox"/> National <input checked="" type="checkbox"/> International <input type="checkbox"/> Both		<b>Request for:</b> <input checked="" type="checkbox"/> New – Individual Contract <input type="checkbox"/> Extension/ Amendment
<b>Consultant selection method:</b> <input checked="" type="checkbox"/> Competitive Selection (Roster) <input checked="" type="checkbox"/> Competitive Selection (Advertisement/Desk Review/Interview)		<b>If Extension, Justification for extension:</b>

<b>Supervisor:</b> <i>Jane Bevan</i>	<b>Start Date:</b>	<b>End Date:</b>	<b>Number of Days (working)</b> <i>45 days</i>
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<b>Work Assignment Overview</b>			
Tasks/Milestone:	Deliverables/Outputs:	Timeline	Estimate Budget
<b>Task 1:</b> Identify critical stakeholders, undertake desk review of the documentation related to the task (e.g. the FGN/UNICEF WASH Programme evaluation report, Sector Strategy Notes, annual workplans, FGN/UNICEF WASH programme reports and sector policies, strategy and plans) and produce a detailed workplan for the consultancy.	Stakeholders mapping carried out and list of critical stakeholders for the process prepared.  Detailed workplan for the consultancy submitted	5 <sup>th</sup> – 8 <sup>th</sup> September	0% of fees
<b>Task 2:</b> Conduct a stakeholder mapping to identify stakeholders for consultation and engagement (e.g. FMWR, Development Partners Group, WaterAid, WB etc.)	List of stakeholders and schedule for consultation meetings developed	12 <sup>th</sup> – 13 <sup>th</sup> September	
<b>Task 3:</b> Inception meeting held and draft workplan presented and adopted by stakeholders	Report of inception meeting prepared and submitted	14 <sup>th</sup> September	0% of fees
<b>Task 4:</b> Consultation/engagement with stakeholders at Federal and State levels.	Report of the stakeholder's consultation with insight for the ToC highlighted	19 <sup>th</sup> – 23 <sup>rd</sup> September	10%
<b>Task 5:</b> Prepare the process and tools for the ToC development workshop	Workshop process and tools developed and submitted for approval	26 <sup>th</sup> – 30 <sup>th</sup> September	10%
<b>Task 6:</b> Facilitate the ToC development workshop and produce a first draft of the ToC with the workshop report	Draft WASH Sector-wide ToC developed and shared for review and inputs  Report of the ToC development workshop submitted	2 <sup>nd</sup> – 6 <sup>th</sup> October	30%
<b>Task 7:</b> Inputs to the draft ToC consolidated and validation meeting held with final draft prepared for final review	Final draft of ToC submitted for final review Report of ToC validation meeting	9 <sup>th</sup> – 13 <sup>th</sup> October	30%
<b>Task 8:</b> Produce final copies of the sector wide ToC with a draft final report of the consultancy.	Final copies of the ToC document including an executive summary, a diagrammatic	16 <sup>th</sup> – 20 <sup>th</sup> October	10%

<b>Estimated Consultancy fee</b>			
Travel International (if applicable)			
Travel Local (please include travel plan)			
DSA (if applicable)			
<b>Total estimated consultancy costs<sup>1</sup></b>		The estimate cost for the consultancy is \$25,000. However, actual cost will be determined by the quoted fees of the selected candidate but not exceeding the estimated amount.	
<b>Minimum Qualifications required:</b> <input type="checkbox"/> Bachelors <input checked="" type="checkbox"/> Masters <input type="checkbox"/> PhD <input type="checkbox"/> Other  Disciplines: Social Sciences, Development Studies, Public Administration, Sociology or any other related field of study		<b>Knowledge/Expertise/Skills required:</b> S/he should have at least eight years working experience in the WASH sector. S/he must have experience in WASH Programme design and implementation especially as it relates to systems development and capacity transfer. S/he must have verifiable evidence of having developed a theory of change for a government, international or multinational organisations or development programme.	
<b>Administrative details:</b> Visa assistance required: <input type="checkbox"/> Transportation arranged by the office: <input type="checkbox"/>		<input checked="" type="checkbox"/> Home Based <input type="checkbox"/> Office Based: If office based, seating arrangement identified: <input type="checkbox"/> IT and Communication equipment required: <input type="checkbox"/> Internet access required: <input type="checkbox"/>	
<b>Requested by:</b> Oumar Doumbouya WASH Manager 8th July 2021 		<b>Request Authorised by Section or FO Head</b> Jane Bevan 8th July 2021	<b>Verified by HR:</b> 
<b>Endorsed by Section Chief (Abuja)</b> Jane Bevan 8th July 2021		<b>Endorsed by Chief Field Operations (For Field Offices)</b> _____	
<b>Approval of DR Operations (if Operations):</b> _____		<b>Approval of Deputy Representative (if Programme)</b>  _____	
<b>Representative (in case of single sourcing, international consultants /or if not listed in Annual Workplan)</b>  20/07/2021		19/7/2021	

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	representation, and two-pager infographics.  Draft final report of consultancy submitted for review		
<b>Task 9:</b> Conclude on all task and produce final report of consultancy	Final report of the consultancy consolidated and submitted	23 to 27th October	10%

<sup>1</sup> Costs indicated are estimated. Final rate shall follow the “best value for money” principle, i.e., achieving the desired outcome at the lowest possible fee. Consultants will be asked to stipulate all-inclusive fees, including lump sum travel and subsistence costs, as applicable.

Payment of professional fees will be based on submission of agreed deliverables. UNICEF reserves the right to withhold payment in case the deliverables submitted are not up to the required standard or in case of delays in submitting the deliverables on the part of the consultant

**Text to be added to all TORs:**

Individuals engaged under a consultancy or individual contract will not be considered “staff members” under the Staff Regulations and Rules of the United Nations and UNICEF’s policies and procedures, and will not be entitled to benefits provided therein (such as leave entitlements and medical insurance coverage). Their conditions of service will be governed by their contract and the General Conditions of Contracts for the Services of Consultants and Individual Contractors. Consultants and individual contractors are responsible for determining their tax liabilities and for the payment of any taxes and/or duties, in accordance with local or other applicable laws.

