

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS AND CONTRACTORS ≥ US\$10,000

Title	Funding Code	Type of engagement	Duty Station:
International Consultancy to undertake final evaluation of the project "Communities resilient to violent ideologies" (2019-2021)	2450/A0/06/001/001/006, Regular Resources	<input type="checkbox"/> Consultant <input checked="" type="checkbox"/> Individual Contractor Part-Time <input type="checkbox"/> Individual Contractor Full-Time	Bishkek, Kyrgyzstan

Purpose of Activity/Assignment:

UNICEF-Kyrgyzstan seeks an individual international consultant to lead an evaluation team to conduct a summative evaluation of the project "Communities resilient to violent ideologies" that aimed to build community resilience to violent and manipulative ideologies, including those exploiting faith, through the means of education, empowerment and dialogue.

1. CONTEXT AND DESCRIPTION OF OBJECT OF THE EVALUATION

Following the April 2010 revolution and confrontation between Kyrgyz and Uzbek communities in June 2010, Kyrgyzstan has initiated several peacebuilding activities with considerable support from the Peacebuilding Fund (PBF). Within the framework of Peacebuilding Priority Plan (PPP) 2013-2016 with 15.1 million investments from PBF, Kyrgyzstan implemented a series of interventions to prevent the recurrence of future violence. Despite all the positive achievements as a result of implementation of PPP 2013-2016, the rise of radicalization potentially leading to violent extremism, particularly recruitment into banned religious organizations and foreign terrorist fighters abroad emerged as a serious issue. In order to deal with this new challenge, revision of the PPP 2013-2016 was recommended by the Final Evaluation of its implementation.

Violent extremism is still a relatively new phenomenon. It was estimated in 2015 by International Crisis Group that around 3000 citizens of Central Asian countries have joined radical groups fighting in Syria and Iraq. At that time this number constituted 20% of all recorded foreign terrorist fighters in these two countries. In November 2016 the Ministry of Interior of Kyrgyzstan in reported that 803 citizens of Kyrgyzstan are fighting abroad. Most of them were young men between 25 and 35, while women constituted up to 25% of this number.^[1] In February 2020 State Committee on National Security reported that 600 citizens of Kyrgyzstan continue to fight abroad as members of extremist and terrorist groups.^[2]

The PPP 2017-2020 identified growing inequalities, perceptions of injustice, human rights violations, social-political exclusion widespread corruption, marginalization and isolation of certain populations as key drivers of violent extremism.^[3] Further studies showed that lack of channels to voice concerns and influence decision-making process concerning young people exacerbate the perceptions of injustice leading to dissatisfaction with the state. Such feelings of disenfranchisement and marginalization make young people susceptible to the violent extremism.^[4]

Studies on women and girls who joined violent groups show that women's specific vulnerability to joining violent groups is linked to a process of "re-traditionalization" where women return to traditional values, family life, religion. Women and girls are pressured to early school drop-out which leads to poor literacy. They are encouraged or forced to stay at home looking after elderly family members. Having no education or gainful employment makes women financially dependent and vulnerable.^[5] Almost all women who followed their husbands to Syria were not aware of the armed conflict taking place there. They simply followed their husbands as obedient wives, as reported by law enforcement and security officials.

The revised PPP defined three interlinked outcomes, recognized as building blocks of interventions for preventing violent extremism in Kyrgyzstan. The first outcome targeted on justice and security institutions, national and local authorities applying socially inclusive approaches, participatory decision-making and guarantying civic space. The second outcome aimed to ensure that penitentiary and probation officers as well the police and forensic experts are able to prevent and address radicalization to violence by ensuring adequate safeguards respecting national and international standards. The

third outcome was targeted on diverting people at risk from a radicalization path by means of community dialogue, education and development.^[6]

Three outcomes were planned to be implemented through six UN Agencies: UNDP, UNICEF, UN Women, UNODC, UNFPA and OHCHR. At the implementation level each outcome was formulated into a project. The third outcome was implemented by UNICEF, UNFPA and UN Women through a joint project called “Communities resilient to violent ideologies” with a budget of \$2,601,082.

In addition to PPP, the project was informed by Sustainable Development Goal 16 in the understanding that durable peace can be achieved through ensuring inclusive justice and accountability vis-a-vis all sections of the population. The project is enshrined with the main messages of United Nations Security Council Resolutions 1325 (2000), 2250 (2015), 2419 (2018) recognizing the critical and positive role that young people and women play in building and sustaining peace.

At national level the “Communities resilient to violent ideologies” project was aligned with objectives set in the Government’s Program on Counteracting to Extremism and Terrorism for 2017-2022. This program is the key implementation tool of the Concept of National Security of the Kyrgyz Republic from 2012.^[7] The project also was well aligned with national priorities on sustaining peace and cohesion set out in the governmental flagship program “Unity, Trust, Creativity” 2018-2022.

The project implementation started on January 11, 2018. The project’s original duration was 36 months; However, in 2020 due to delays caused by the Covid-19 pandemic, the project was extended till 10 July 2021.

Project interventions focused on promoting civic education in the 8 vocational and 11 religious’ schools (madrasah) through needs assessment, developing educational materials (guide for teachers and workbook for students on civic education, app, video tutorials, podcasts) capacity building exercises (trainings, exchange meetings, small initiatives). Community dialogues component included trainings among religious leaders (male and female) and civic activists in the pilot communities on PVE, peacebuilding, tolerance and other topics. These community members implemented initiatives dedicated to the prevention of violence, promoting tolerance, education of girls, GBV, etc.

With its Youth and Child-Friendly Local Governance (YCFLG) the project meant to provide young people an opportunity to improve their civic competencies in real life situations. The project facilitated collaborative action of youth, local governments and community leadership in addressing issues that matter to them. YCFLG contributes to youth’s participation sense of belonging to their communities, a critical component of social cohesion.

Encouraging young women and men to claim their rights, to lead and participate in community development was the key strategy for reducing vulnerability to violent ideology. This is meant to strengthen their sense of community identity and provide a space where they can fulfil their potential and realize capacity. The main assumption behind this was that the women (including female religious leaders) are in a better position to warn about worrying signs of radicalization amongst members of their community and can be powerful and effective agents of support for those who are vulnerable to reach out for help.

The project interventions were implemented in 12 municipalities in Bishkek and Osh cities, Osh, Jalalabad, Batken, Issyl-Kul, Naryn and Talas provinces (detailed list in Section 4).

The following key beneficiaries in 12 target municipalities were identified at the planning stage:

1. Adolescents and youth,
2. Women,
3. Adults who work with young people, many of whom have roles to play in countering violent extremism: police, teachers, parents, government officials, community leaders and religious leaders,
4. Local self-governments.

Key stakeholders involved in the implementation of the project:

1. Ministry of Education and Science;
2. Ministry of Culture Information, Sports and Youth Policy ;
3. State Agency for Regional Development under the Ministry of Agriculture, Water Resources and Regional Development of the Kyrgyz Republic;
4. State Agency on Youth, Physical Culture and Sports under the Ministry of Culture, Information, Sports and Youth Policy of the Kyrgyz Republic;
5. State Committee on Religious Affairs of the Kyrgyz Republic;
6. Kyrgyz Academy of Science;
7. Department for Civic Development, Religious and Ethnic Policy at the Office of President of the Kyrgyz Republic;
8. Association of Primary Professional Education under the Ministry of Education and Science;
9. Republican Scientific Methodological Center under the Ministry of Education and Science;
10. Republican Institute of Teachers' Training and Qualification under the Ministry of Education and Science
11. NGO "Development Policy Institute"
12. NGO "Foundation for Tolerance International"
13. NGO "Youth of Osh"
14. NGO "International Debate Education Association Central Asia"
15. NGO "The Foundation for Education Initiatives Support"
16. NGO "Mutakalim"

Project stakeholders will contribute to the evaluation as part of Evaluation Reference Group through identifying and facilitating access to key informants, providing information on the project results, commenting inception and draft evaluation report and finalizing the evaluation report.

The Theory of change (TOC) of the project: If women and men, boys and girls in the communities have critical thinking skills AND are able to positively claim and exercise their rights through civic engagement, THEN they will become resilient to violent and manipulative ideologies, BECAUSE they will have a sense of belonging to their communities and confidence in the State.

The international consultant is expected to assess the project TOC. The visual representation of the ToC is expected to be reconstructed during the inception phase and documented in the Inception Report by the consultants.

The project results were defined as follows (more details in Annex I):

Outcome 3: Women and men, boys and girls in target communities take a more critical stance on ideologies instigating violence and have a better sense of belonging to their communities and participate in local development and dialogues over PVE.

Output 3.1. Youth, adolescents and women in target communities gain civic competencies in schools, homes and the community;

Output 3.2. Youth and adolescents and women in target communities engage in collaborative measures to address local vulnerabilities leading to violent extremism;

Output 3.3. The capacity of opinion leaders, civil society activists and religious leaders is strengthened to provide alternative and positive messages and build meaningful dialogue and exchange.

2. PURPOSE AND OBJECTIVE OF THE EVALUATION

Conducting a summative evaluation of the project is one of key requirements under the Monitoring and Evaluation provision of the project that was planned to be conducted at the end of the project implementation, i.e., summer of 2021.

The purpose of this summative evaluation:

- To fulfil UNICEF, UNFPA and UN Women's accountability towards national government and PBF and other stakeholders by providing information on the results of the project;
- To assess the circumstances influencing the project's achievements and the challenges that hindered it;
- Generate knowledge and evidence on achievements, lessons learned and recommendations to influence further strategic directions.

The objectives of the evaluation:

- To validate the theory of change;
- To determine the relevance of the project to the context, its effectiveness, coherence, efficiency in reaching results;
- Provide evidence on the achieved results;
- To assess project's potential to be sustainable and make impact;
- Identify lessons learned and recommendations;
- Identify the extent to which cross-cutting strategies such as human rights-based approach, results-based management and gender, equity have contributed and have been mainstreamed in the project implementation;

It is essential that the evaluation measures the result of the project in terms of outcome and outputs it has delivered for target groups and beneficiaries.

Primary intended users of the evaluation results are the decision-makers from government, implementing partners, the implementing agencies (UNICEF, UNFPA, UN Women), and the UN Peacebuilding Fund. Secondary intended users are local self-government staff in project communities and project beneficiaries in 12 target municipalities.

The intended use of evaluation is to deliver evaluation findings, lessons learned and recommendations to decision-makers from the government, implementing partners, UNICEF, UNFPA, UN Women and the Peacebuilding Fund to strengthen conflict prevention mechanisms in the country and similar peacebuilding projects.

3. EVALUATION SCOPE

The evaluation focus on the project "Communities resilient to violent ideologies" and will cover all project activities during the period from January 11, 2018 to July 10, 2021 with a focus on gender and equity dimensions. It will not cover activities under PPP outcomes one and two. The evaluations of outcome one and two will be undertaken separately. However, it is planned that there will be a coordination meeting for all three evaluation teams once all are onboard to identify any potential areas of cooperation, e.g. list of key informants, cross-check preliminary findings, etc.

Geographically, the evaluation will cover at least six out of 12 target municipalities where the project was implemented. Sample municipalities will be identified at the inception phase among:

- 1) Bishkek city,
- 2) Osh city;
- Osh province: 3) Alliya Anarov municipality in Aravan district; 4) Karasuu municipality in Karasuu district; 5) Nookat city; 6) Gulistan municipality in Nookat district;
- Jalalabad province: 7) Jalalabad city, 8) Suzak municipality in Suzak district;
- Batken province: 9) Kyzyl-Kiya city in Kadamjai district;
- Issyk-Kul province: 10) Sary-Bulak municipality in Tyup district;
- Naryn province: 11) Ugut municipality in Ak-Talaa district;

Talas province: 12) Kara-Buura municipality in Kara-Buura district.

Sampling criteria for the municipalities will be proposed by the evaluation team led by international consultant. Sample municipalities will be chosen in discussion with Evaluation Management Team.

Due to the epidemiological situation and mobility and in-person meetings' restrictions related to Covid-19, remote data collection methods will be employed.

4. EVALUATION QUESTIONS

This summative evaluation will address the standard OECD DAC evaluation criteria of relevance, coherence, efficiency, effectiveness, impact and sustainability. Further, the evaluation will incorporate gender, equity and human rights perspectives throughout the analysis. The following is a suggested list of evaluation questions which the evaluation team under the leadership of international consultant is welcome to revise, develop criteria of judgement and measurement indicators during the development of the inception report:

Relevance:

- To what extent were the design and objectives of the project based on solid conflict analysis?
- To what extent were the project results relevant to the needs and priorities of the beneficiaries, especially of the young women and men?
- What adjustments were made to the project activities and modality as a consequence of the COVID-19 situation or in response to the new beneficiaries' priorities?
- To what extent is the project consistent with key national development strategies, including in the area of peace and development?
- To what extent is the project based on a valid Theory of Change and how relevant and coherent was it in practice?

Coherence

- To what extent UNICEF, UN Women and UNFPA were able to ensure coherence, synergies and joint operation in design and implementation of the project?
- To what extent interventions under this project were complimentary, harmonized, coordinated with the governments' and other peacebuilding actors' interventions?

Effectiveness

- To what extent have the expected results of the project been achieved on both outcome and output levels?
- To what extent have the strategies and approaches been innovative in achieving the project results?
- How did the project succeed or not in involving and building the capacities of rights-holders duty-bearers as well as the project partners? How did the young women and men benefit from the project?
- To what extent did the project lead to an increased/improved critical thinking and abilities of the young people in the target communities to claim and exercise rights?
- To what extent did the project improve young people's sense of belonging to their communities and confidence in the state?

What were the main factors influencing achievement or non-achievement of the project results and in what ways?

Efficiency

- To what extent the level of achievements (outputs and outcome) justifies the financial and human resources used?
- Have project interventions been implemented within intended timeframe, and/or did the timeframe reasonably adjust to the demands of the evolving context?
- To what extent did the management structure of the project support efficiency for project implementation and achievement of results?
- To what extent were the monitoring mechanisms in place effective in measuring and informing management of the project performance and progress towards the targets?

Impact ^[8]

- What are the indirect, unintended positive and negative consequences of the intervention in the areas where the project was implemented? What might be the most significant, long-term and potentially transformative effects of the project?
- To what extent did the project contribute to a broader positive impact of improved sense of belonging, participation in local development and dialogue on PVE?

Sustainability

- How effectively has the project generated national ownership of the results achieved?
- How effectively have the established partnerships with relevant stakeholders developed national capacities to ensure sustainability of efforts and results?

The evaluation should also identify lessons learnt and good practices and cross-cutting issues:

- What are the lessons learnt from the project?
- What are the good practices that could be applied in the future activities and similar projects?
- To what extent and how have human rights, gender and equity issues been integrated into the design, planning and implementation of the project activities?
- How has attention to/integration of gender equality and human rights concerns advanced the area of work?
- To what extent conflict sensitivity and do-no-harm principles have been integrated into the project design and implementation.

5. METHODOLOGY.

It is a summative, utilisation-focused and equity-oriented evaluation using a theory-based design. The evaluation will follow the UNEG Norms and standards. The detailed methodology will be fully designed by the evaluation team under the leadership of the international consultant as part of the inception report preparation during the inception phase. The inception phase will be used as an evaluability stage where available evidence will be collected and assessed for scope, quality and reliability. In doing so, the team will make use of PBF [Guideline on Assessing Readiness for Remote Evaluation](#).

The methodology should aim to utilize the best mix of data gathering tools to yield the most reliable and valid answers to the evaluation questions and generate maximum learning within the limits of resources, time and availability of data. The evaluation team under the leadership of the international consultant may employ but not be limited to following approaches and data collection methods:

- Stakeholder analysis;
- Contribution analysis;
- Structured desk review analysis;
- Informal, in-depth, semi-structured interviews;
- Focus group discussions as it suits the remote data collection purposes;
- Surveys

It is expected that most of the desk review analysis can be done based on the (i) existing project documentation (project document; results framework; annual and quarterly reports and monitoring results (gender, age disaggregation) (ii) UN Peacebuilding Priority Plans 2013-2016 and 2017-2020; (iii) additional knowledge products covering the respective geographical areas; iv) relevant thematic literature on the subject matter, i.e. theoretical conceptual frameworks, etc.

The list of participants for primary data collection exercises will include, but not be limited to:

- Key project beneficiaries from sample municipalities;
- Key duty bearers from local and national levels;
- Implementing partners;
- Civil society organizations working on other peacebuilding initiatives in Kyrgyzstan;
- United Nations: Recipient UN Organizations, Resident Coordinators, Office, PBF;

- Other key stakeholders identified during the desk review.

Evaluation approach, data collection and analysis methods employed by the evaluation team under the leadership of the international consultant should be human rights based, including child rights based and be gender sensitive. Evaluation data should be disaggregated to the extent possible by age, sex, location, etc. if it doesn't jeopardize anonymity and confidentiality.

Methods for ensuring validity and reliability at analysis stage will include:

- Triangulation – to confirm and corroborate results reached by different methods;
- Complementarity - to explain and understand findings obtained by one method by applying the second;
- Interrogation - where diverging results emerge from the application of different methods – these will need to be interrogated to either reconcile, or explain, the differences apparent;

At this stage a number of limitations have been identified:

- There are no PPP baseline and endline surveys. Due to numerous delays faced and Covid-19 situation, the baseline and endline surveys were not conducted;
- Remote data collection might entail limitations and challenges such as lack of direct interaction with stakeholders and beneficiaries and inability to observe the full extent of different group dynamics during online focus groups;
- Since field work will take place during summer holidays, access to some key stakeholders and beneficiaries may be limited. For example, students and teachers;
- Remote online data collection requires good Internet connection and availability of a phone. Some target respondents in remote areas may have limited access to the Internet, low bandwidth or no mobile phone;
- Trajectory of epidemiological situation development is not clear at the moment. The third wave may hit the country during the fieldwork. There might be delays in response and cancellations due to their illness or care responsibilities of their family members;
- Validity and reliability of interview data due to sensitive nature of the topic under study;

These and other issues and mitigation measures with regards to data collection logistics and arrangements will be discussed and agreed during the inception phase.

Ethical considerations

The evaluation will be guided by UNEG Ethical Guidelines^[9] and UNICEF Procedure for Ethical Standards^[10]. Since data collection involves sensitive questions and involvement of young people below 18, ethical clearance from Ethical Review Board (ERB), UNICEF regional LTA holder Health Media Lab will be required. The common guiding principles will be used to ensure ethical safety during the evaluation process:

- preventing direct harm, and ensuring benefits, to individual participants, their families and wider community groups
- ensuring informed consent by all participants
- ensuring the privacy and confidentiality of subjects
- identifying and addressing actual or potential conflict of interest by UNICEF staff and/or evaluation team, including funding considerations.

Child Assent and informed consent must be sought from all participants and their legal guardians. The international consultant will ensure that the evaluation team will explain to the participants the purpose and use of the evaluation; they will also make it explicitly clear to the participants that their participation is voluntary, and they can withdraw at any moment. The nature of the informed consent must be noted in the ethics section of the proposal and any final report.

Throughout the process, the international consultant will ensure that the evaluation team is sensitive to beliefs, manners and customs and act with integrity and honesty in their relationships with all stakeholders and do no harm.

The international consultant together with national consultants should clearly identify any potential ethical issues and approaches and oversight of the evaluation process in the inception report. Materials required for the Ethics Review will be developed as part of the inception report.

6. STRUCTURE OF THE REPORTS

The inception and evaluation reports to be produced must be compliant with the UNICEF Evaluation Reports Standards[11] and the Geros Quality Assessment System[12]. Inception report and final evaluation report should be written in English. Wherever possible, the reports shall contain photos, graphs and charts to illustrate key facts and/or findings.

The inception report should contain, but not be limited to the following chapters:

- Introduction;
- Context and description of the object of evaluation;
- Purpose, objectives and scope of the evaluation;
- Theory of Change (reconstructed and visualized);
- Stakeholders analysis;
- Evaluation framework (questions, evaluation matrix that specifies the indicators, data sources, and data collection and methods used to answer each question)
- Methodology (data collection instruments considering the risks related to COVID-19, data analysis methods, limitations, ethical considerations);
- Evaluation workplan with division of responsibilities and timeline;

The final evaluation report should not exceed 60 pages (excluding annexes). It should contain, but not be limited to the following chapters:

- Title page and opening pages
- Executive summary
- Background including brief conflict analysis
- Purpose of the evaluation; scope and objectives
- Description of methodology (TOC and conceptual framework and any modifications of TOC made practical for the evaluation)
- Ethical issues and limitations
- Evaluation findings
- Conclusions and lessons learned
- Recommendations (by stakeholders)
- Annexes (including an evaluation matrix with evaluation questions, sources of data, judgment criteria, etc.)

7. EVALUATION SCHEDULE

#	Description	Responsible	Timeline	Associated deliverables
Inception phase				
1	Set up a Reference Group	UNICEF	Prior to the start of the evaluation	ERG is set up
2	Kick-off meeting with UNICEF	UNICEF	Immediately upon signature of the contract with all consultants	A timeline and initial methodology discussed

3	Desk review of relevant documents and preparation of the draft inception report	Evaluation team (documents to be provided by UNICEF)	By June 18, 2021	Draft inception report
4	Evaluation launch workshop with ERG Presentation of the draft inception report	UNICEF	By June 25, 2021	Inception report is presented to ERG
5	Rounds of comments from ERG and PBF	UNICEF	July 2, 2021	Comments are consolidated and provided to the evaluation team
6	Address comments in the inception report	Evaluation team	By July 13, 2021	
7	External Quality Assurance of the Inception Report Ethical clearance	UNICEF	By July 21, 2021	External QA facility rating received Ethical clearance is received
8	Address comments from the External Quality Assurance Facility and Ethics Board Final inception report	Consultants	July 30, 2021	Final inception report
Data collection phase				
9	Fieldwork (meetings w/UNICEF, ERG, partners and stakeholders; remote data collection with respondents); Further review of secondary data	Evaluation team (with support from UNICEF)	Duration of fieldwork: August 2-20, 2021	Data collection completed; review of secondary data completed
Report writing phase				
10	Discussion of preliminary key findings from with ERG	UNICEF and Evaluation team	By September 3, 2021	The preliminary findings are presented
11	Writing up findings of primary data and secondary data analysis Synthesis of findings, drawing conclusions, recommendations and lessons learned Submission of the 1 st draft report	Evaluation team	By September 14, 2021	The 1 st draft report is submitted
12	Feedback on the 1 st draft report from ERG and PBF	UNICEF	September 24, 2021	

13	Submission of 2 nd draft report	Evaluation team	By October 5, 2021	The 2nd draft report is submitted
14	Feedback on the second draft report from ERG and PBF	UNICEF	By October 14, 2021	Comments are consolidated and provided to the evaluation team
15	Presentation of the final report to ERG and verification of recommendations	UNICEF and Evaluation team	By October 22, 2021	
16	Submission of the Final Report to External Quality Assurance	UNICEF	By October 29, 2021	
17	External Quality Assurance of the Final Report	UNICEF	By November 9, 2021	External QA facility rating received
18	Finalisation and submission of the final report	International consultant	By November 23, 2021	
Dissemination phase				
19	Final evaluation report	International consultant		
21	Human interest stories based on the fieldwork	National consultants	By October 5, 2021	Four human interest stories
21	Evaluation brief	International consultant + National consultant 1	By November 23, 2021	Evaluation results summary brief

8. MANAGEMENT AND ORGANIZATION

This is a joint evaluation of UNFPA, UN Women, and UNICEF. UNICEF Country Office in Kyrgyzstan will be the leading agency. The evaluation team will be composed of international consultant (team leader) and two national consultants who will work under direct supervision of UNICEF Child Rights Monitoring Specialist. The support will be sought from the UNICEF Europe and Central Asia Regional Office.

The Evaluation Management Team and the Evaluation Reference Group will be involved throughout the evaluation process.

Evaluation Management Team consisting of delegated program staff from UNICEF, UNFPA, UN Women and PBF Secretariat and will be established to oversee evaluation management, make key decisions and undertake quality assurance of all key deliverables.

A dedicated Evaluation Reference Group will be established to enable participation of relevant stakeholders in the design and scope of the evaluation, provide support in identifying key informants for the purposes of data collection and interviews, finalization of the evaluation report, support the dissemination of the evaluation results. The Reference group will be composed, but not limited to, representatives of relevant government partners, implementing partners, project beneficiaries, UN Agencies,

It is expected that international consultant will use his/her own laptop, cover Internet and mobile communication related expenses required to undertake the assignment.

The international consultant will be in charge of leading the entire process through working with the team members and the Evaluation manager. The international consultant will be responsible for submission of timely and quality deliverables according to the timelines indicated in the evaluation schedule. The international consultant and UNICEF's evaluation manager can agree on additional milestones to verify that the team is keeping up with set evaluation schedule.

The international consultant will be responsible for guiding and coordinating the work of two national consultants, whose ToRs will be finalized together with international consultant. The international consultant will participate in the selection of two national consultants. UNICEF will ensure gender balanced team composition and make best use of national evaluation expertise.

The international consultant will follow the Guidance on External Academic Publishing (January 2017)^[1] when engaging in external academic publishing, whether in print or digital form. All materials developed will remain the copyright of UNICEF. UNICEF will be free to adapt and modify them in the future.

Quality assurance

External quality assurance of the inception report and final draft report is mandatory. UNICEF has a Long-Term Agreement with Universal Management Group to provide external quality assurance services. The international consultant will be provided with Quality Assurance requirements in advance. None of the deliverables will not be cleared by UNICEF until assessed at least "satisfactory" by the external facility. Ethics Review Board approval letter is required prior to the start of the data collection phase.

Location and duration

Due to Covid-19 situation no travel is foreseen under this assignment. All primary data collection exercises will be undertaken remotely.

The exact dates for starting and ending the contract will be specified upon contract award.

Foreseen starting period: May 2021

Foreseen finishing period: November 2021

It is expected that international consultant will work 50 days during this indicated period.

Dissemination

The English version of final evaluation report, English, Russian and Kyrgyz language versions of the Evaluation Brief in and management response will be made public and disseminated widely through Implementing UN Agencies' websites, social media and other channels. At the onset of the evaluation an explicit communication strategy for the evaluation, including the dissemination plan and expected use of findings for advocacy will be developed.

9. WHAT TO SUBMIT

The applicants must submit the following documents with their application:

- Max. two-page brief outline of how the international consultant envisions the process including, any possible proposal/adjustment to the methodology and process specified in the TOR;
- Updated Curriculum Vitae;
- Two relevant publications in English language developed in the past three years;
- Financial proposal indicating the daily fee in US\$.

10. CRITERIA FOR ASSESSMENT OF THE PROPOSAL

1. Technical proposal- max. 80 points

- | | |
|---|-------------------------|
| <p>a. <i>Previous Experience</i></p> <p style="margin-left: 20px;">a. <i>Relevance of experience in designing and conducting relevant kind of evaluations</i></p> <p style="margin-left: 20px;">b. <i>Previous exposure in the region</i></p> | <p><i>40 points</i></p> |
|---|-------------------------|

- | | |
|---|-----------|
| b. <i>Significance of the reports developed</i> | 20points |
| a. <i>Quality of evaluation reports developed in the last 3 years</i> | |
| c. Outline of activities proposed | 20 points |
| a. <i>Adequacy of the proposal for the steps/tasks of the process</i> | |

2. **Financial proposal- max. 20 points**

The applicants are requested to provide the financial proposal as indicated in the section ‘what to submit’. All taxes are the sole responsibility of the contractor.

^[1] <https://www.unicef-irc.org/files/upload/documents/UNICEF-External-Publishing.pdf>

^[1] United Nations Peacebuilding Fund Peacebuilding Priority Plan in Kyrgyzstan 2017-2020, p 3

^[2] Власти Кыргызстана предложили ужесточить наказание для граждан страны, участвовавших в боевых действиях за рубежом https://central.asia-news.com/ru/articles/cnmi_ca/features/2020/02/11/feature-01

^[3] United Nations Peacebuilding Fund Peacebuilding Priority Plan in Kyrgyzstan 2017-2020, pp 5-6

^[4] Anna Matveeva “Religious radicalization leading to violent extremism in Kyrgyzstan”, unpublished report commission by UNCT

^[5] Michele E.Commercio, “The politics and economics of “re-traditionalization” in Kyrgyzstan and Tajikistan” (2014), p3, p9

^[6] United Nations Peacebuilding Fund Peacebuilding Priority Plan in Kyrgyzstan 2017-2020

^[7] <http://cbd.minjust.gov.kg/act/view/ru-ru/100104>

^[8] Having in mind that the project has been implemented for a little over three years, impact and sustainability questions will be applied to the extent possible and may be revised together with the evaluation team.

^[9] <http://www.unevaluation.org/document/detail/102>

^[10] UNICEF PROCEDURE FOR ETHICAL STANDARDS IN RESEARCH, EVALUATION, DATA COLLECTION AND ANALYSIS, April 2015

^[11] [https://www.unicef.org/evaldatabase/files/UNICEF_adapated_reporting_standards_updated_June_2017_FINAL\(1\).pdf](https://www.unicef.org/evaldatabase/files/UNICEF_adapated_reporting_standards_updated_June_2017_FINAL(1).pdf)

^[12] https://www.unicef.org/evaldatabase/files/GEROS_Handbook_FINAL_full_document.pdf

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:

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](#)

Budget Year: 2021	Requesting Section/Issuing Office: CRM/Kyrgyzstan	Reasons why consultancy cannot be done by staff: <i>It is an external independent evaluation</i>	
Included in Annual/Rolling Workplan: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No, please justify:			
Consultant sourcing: <input type="checkbox"/> National <input checked="" type="checkbox"/> International <input type="checkbox"/> Both Consultant selection method: <input type="checkbox"/> Competitive Selection (Roster) <input checked="" type="checkbox"/> Competitive Selection (Advertisement/Desk Review/Interview)		Request for: <input checked="" type="checkbox"/> New SSA – Individual Contract <input type="checkbox"/> Extension/ Amendment	
If Extension, Justification for extension:			
Supervisor: Tolgonai Berdikeyeva, CRM Specialist	Start Date: 15.05.2021	End Date: 23.11.2021	Number of Days (working) 50

Deliverables and payment schedule:			
Tasks/Milestone:	Deliverables/Outputs:	Timeline*:	Estimate Budget:
<ul style="list-style-type: none"> Undertake thorough desk review/secondary data analysis of relevant materials available in English language or as per internal division with national consultants; Conduct meetings with Evaluation Management Team and other key stakeholders during the inception phase; Finalize TORs of two national consultants; Participate in the selection of two national consultants; Coordinate inputs from national consultants and draft the inception report; Participate in the evaluation launch workshop with ERG and present pre-final inception report; 	1. Approved inception report	July 30, 2021	30%

<ul style="list-style-type: none"> • Incorporate feedback received from ERG, PBF, UNICEF external quality assurance facility, ERB and finalize the report; • Submit the inception report that receives at least ‘satisfactory’ rating from UNICEF’s external quality assurance facility and ERB approval letter. <p>Estimated duration: 15 working days</p>			
<ul style="list-style-type: none"> • Conduct desk review of any additional materials; • Undertake the primary data collection that can be conducted in English language or as per division of labour with national consultants; • Provide orientation/guidance to national consultants during data collection; • Present preliminary key findings to ERG with contributions from national consultants; <p>Estimated duration: 20 working days</p>	2. Draft evaluation report	September 14, 2021	30%
<ul style="list-style-type: none"> • Draft the Final evaluation report with inputs from national consultants, incorporating the feedback received from ERG, PBF, UNICEF external quality assurance facility; • Present the final report to ERG and verify recommendations; • Finalize and submit maximum 60-page final evaluation report (excluding annexes) which receives at least “satisfactory” rating UNICEF’s external quality assurance facility; • Finalize 10-15 page evaluation brief developed by national consultant to ensure that it meets UNICEF’s quality criteria. <p>Estimated duration: 15 working days</p>	3. Final evaluation report 4. Evaluation brief in English language	November 23, 2021	40%
<p>*Timeline for deliverables may be adjusted depending on the recruitment of the team and epidemiological situation in the country.</p>			
<p>The consultant’s fee may be reduced if the assignments/deliverables are not fulfilled to the required standard. In a case of serious dissatisfaction with the consultant’s performance the contract may be terminated in line with UNICEF procedure in such matters and as spelled out in the contract.</p>			
<p>Estimated Consultancy fee</p>			
Travel International (if applicable)	N/A		

Travel Local (please include travel plan)	N/A		
DSA (if applicable)	N/A		
Total estimated consultancy costs¹	25,000 USD		
Minimum Qualifications required: <input type="checkbox"/> Bachelors <input checked="" type="checkbox"/> Masters <input type="checkbox"/> PhD <input type="checkbox"/> Other Political science, sociology or another relevant field	Knowledge/Expertise/Skills required: <ul style="list-style-type: none"> • A minimum of 8 years of experience in leading the design and conduct of international development and peacebuilding programmes and projects evaluations; • Extensive knowledge and experience of designing and implementing non-experimental, qualitative evaluation designs, approaches, and methods; • Excellent knowledge of programme M&E data and systems and ability to effectively use such data for evaluation; • Demonstrated ability to engage effectively with stakeholders at all level; • Knowledge of the political social, gender equality, gender empowerment and youth empowerment contexts of Kyrgyzstan; • Excellent analytical and report writing skills in English; • Fluency in English is required; • Experience collaborating with UNICEF, UNFPA, UN Women or other UN Agencies; 		
Administrative details: n/a 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: Yes <input type="checkbox"/> Internet access required: Yes <input type="checkbox"/>		
Request Authorised by Outcome Manager/Section chief/HoZO:	Request Verified by HR: Saida Sabirova, HR Associate		
<i>Approval of Deputy Representative (if Programme, < US\$ 50,000)</i>  30 April 2021			

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.

Annex I

Output 1.1: Youth, adolescents and women in target communities gain civic competencies in schools, homes and the community;

1.1.1 Design age-appropriate and gender-sensitive materials for teaching non-violent culture and civic competencies at secondary level in secular and religious settings (UN Women, UNFPA, UNICEF)

1.1.2 Improve the capacity of education workers to facilitate the learning of non-violent culture and civic competencies in secondary and vocational schools and in madrasahs (UN Women, UNFPA, UNICEF)

1.1.3 Pilot delivery of civic competencies and non-violent culture curricula to secondary schools and madrasahs in target communities; (UNICEF)

1.1.4 Upscaling of the multilingual-education and facilitate school-lead, community-based open dialogue on ethnic, cultural and language diversity building on lessons-learned from previous MLE activity (UNICEF)

Output 1.2: Youth and adolescents and women in target communities engage in collaborative measures to address local vulnerabilities leading to violent extremism (UNICEF)

1.2.1 Provide spaces and opportunities to practice civic competencies, life skills and adolescent and youth participation in extracurricular and out-of-school settings; and encourage their participation in local governance (UNICEF)

1.2.2 Enhance partnerships between local authorities, service providers and youth to plan and implement strategies addressing vulnerabilities to violent ideologies

Output 1.3: Capacity of opinion leaders, civil society activists and religious leaders strengthened to provide alternative and positive messages and build meaningful dialogue and exchange (UNFPA; UNICEF)

1.3.1 Involve religious leaders and civil society activists in designing and implementing community development initiatives and dialogues on prevention of violent ideologies

1.3.2 Facilitate dialogue process with involvement of religious leaders, women's groups, civil society activists, local authorities and the police to jointly design and implement local initiatives (UN Women and UNFPA).

1.3.3 Support on-line and off-line positive and responsible messaging as well as constructive debate around diverse identities by engaging civil society activists, religious community and media partners; (UNICEF).

Please, follow this link to access full project proposal https://unicef-my.sharepoint.com/:w/g/personal/tberdikeyeva_unicef_org/EWe57dhfDxNGhLwCd7_MNNcBMhxx-JJ6zZITixQGZuNr-A?e=bfPKt7

ⁱ 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:

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