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| UNICEF in Turkey |
| **Requirements for Financial Submission** |
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| **Programme:** Conditional Cash Transfer for Education (CCTE) for Refugees |
| **Assignment Title:** Identifying and documenting Lessons Learnt, Good Practices and Innovations from implementation of Conditional Cash Transfer for Education (CCTE) for Refugees in Turkey |
| **Purpose of the Assignment:** The purpose of this consultancy is to conduct in-depth lessons learnt exercise by identifying and documenting lessons learnt, good practices and innovations in design and implementation of the CCTE programme from its inception/2017 to date, with a view to inform CCTE-IV and beyond. The lessons learnt exercise is expected to cover i) design aspects of the CCTE programme (both cash and child protection component); ii) implementation aspects of the programme including programme management, communication, coordination, and monitoring; and iii) review of existing literature/M&E reports relevant to CCTE in order to identify key learning for the future. |
| **Supervisor:** Nangar Soomro, Social Policy Specialist (Social Protection) |

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| **TASKS** | **DELIVERABLES** | **TOTAL TIME FOR CONSULTANT** | **UNIT COST FOR A PERSON \DAY (USD)** | **TOTAL COST for DELIVERABLE (USD)** |
| **Desk Review and Inception** | Inception Report along with Work plan *(Word document – 15 pages)* | 8 |  |  |
| **Consultations – meetings/discussions, Interviews and Workshops** | * Preliminary draft report for validation including findings, reflections on lessons learnt, good practices, innovations and recommendations for the future CCTE phases *(20 pages word document excluding annexes)* * A PowerPoint presentation for Validation Workshop | 17 |  |  |
| **Comprehensive Lessons Learnt Report and Advocacy Brief** | * Final Report (30-40 *pages word document excluding annexes).* * Advocacy brief on the lessons learnt exercise (6-8 pager) | 5 |  |  |
| ***TOTAL COST FOR DELIVERABLES (USD):*** | | ***30 days*** |  |  |
| **Incidental expenses** | DSA for Ankara |  |  |  |
| DSA for Gaziantep |  |  |  |
| Travel from/to country of origin | xx visits |  |  |
| In-country travel | xx visit |  |  |
| ***TOTAL COST FOR INCIDENTALS (USD):*** | | | |  |
| ***GRAND TOTAL (USD):*** | | | |  |

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| **NOTES** |
| **Travel, accommodation and visa**   * *For all travel costs, economy class tickets shall be reimbursed.* * *Consultants and individual contractors are responsible for assuming costs for obtaining visas and travel insurance.* |
| **\*Provision for incidental expenses:** |
| * *All incidental expenditures incurred in the course of the contract as required by the Terms of Reference is to be invoiced on the basis of actual cost together with the supporting documents.* * *Any cost related to the payment of an incidental expenditure is included, such as bank charges.* * *All incidental expenditure details should be provided separately,* * *Travel, accommodation, other expenses will be reimbursed on the basis of the actual costs and upon receipt of the original invoice and relevant supporting documents. Please note that UNICEF will only reimburse the travel expenses of economy class tickets and accommodation expenses as long as they do not surpass the UN Daily Subsistence Allowance rate effective for that specific month.* |