

TERMS OF REFERENCE

SHORT TITLE OF ASSIGNMENT

MICS Funding Proposals Development Consultant

BACKGROUND

The UNICEF Pacific Multi-Country Office is providing technical and financial support to several Pacific Island Countries and Territories (PICTs) to conduct Multiple Indicator Cluster Surveys (MICS). MICS is an international household survey programme developed and supported by UNICEF. MICS is designed to collect estimates of key indicators that are used to assess the situation of children and women and has become a key source of data on **Education and learning** (school attendance, educational attainment, foundational reading and math skills, parental involvement in education, adult literacy); **Child protection** (birth registration, child labour, child discipline, harmful practices including child marriage, domestic violence in some surveys); **health** (maternal and newborn health, child health, child nutrition, anthropometry, fertility and reproductive health, HIV/AIDS, sexual behaviour, tobacco and alcohol use, child and maternal mortality); **early childhood development; child and adult functioning/disability; WASH** (access to water and sanitation, handwashing, water quality testing); Social transfers; **Mass media use and ICT skills; Victimization, Discrimination and Safety;** and **Subjective well-being**. MICS is also the largest single provider of household-survey based indicators for the SDGs, and the UN Convention on the Rights of the Child (UNCRC).

Since 2018, the UNICEF Pacific Multi-Country Office (UNICEF Pacific MCO) has already supported the planning, implementation and completion of seven MICS surveys namely Kiribati 2018-19, Tonga 2019, Tuvalu 2019-20, Samoa 2019-20, Fiji 2021, Vanuatu 2023 and Nauru 2023. UNICEF Pacific MCO is also supporting Samoa and Fiji in the implementation of a longitudinal, representative household survey with interviews conducted over the phone on the situation of children, families and women on a frequent basis (MICS Plus). The MICS results in the seven countries that have conducted MICS already have provided reliable and comparable national data across various thematic areas on the situation of children and women and help fill data gaps for up to 25 Pacific Sustainable Development Indicators and 33 SDG indicators. As a result, the number of SDG indicators with available data has increased by around 50 percent in these countries. In 2024 four PICs namely FSM, Kiribati, Tonga and Samoa have concrete plans to conduct MICS and the following PICTs: Solomon Islands, Republic of Marshall Islands, Tuvalu, Tokelau have shown interest to conducted in either 2024 or 2025.

In order to continue fill the current national and international data demand gaps, most PICTs need to conduct at least two or more of the MICS surveys between now and 2030. However, despite well intended national and regional aspirations to meet data demand including data for the SDGs, and the UN Convention on the Rights of the Child for monitoring progress and reporting, the cost of implementing MICS in the region is very costly and UNICEF's funding capacity to institutionalize the MICS survey in government offices in very limited.

In order to continue invest in data collection and promote sustained investment in MICS in the PICTs, the UNICEF PMCO has changed it's strategy for MICS in-country implementation costs resource mobilization. With the new strategy, Government will take lead in the resource mobilization with UNICEF as technical partner.

To this end, UNICEF Pacific MCO will hire a consultant to rewrite or tweak the already developed full-fledged multi-country funding proposal for MICS into series of country-specific proposals to make them read more government-driven rather than UNICEF driven.

OBJECTIVE / SCOPE OF WORK

Under the overall supervision of the Chief of Social Policy and direct supervision of the Statistics & Monitoring Specialist, the consultant will from a full-fledged multi country funding proposal for MICS re-write and produce a series of country-specific proposals to potential donors with UNICEF as the technical partner. The country-specific proposals will be for the following countries: Kiribati, Samoa, Tonga, Tuvalu, Solomon Islands, and the Republic of Marshall Islands (RMI).

Each of the country-specific proposals must have more or less the same structure as the full-fledged multi country funding proposal but should include the following:

- Summary of the proposal
- Background (Country context/situation analysis) and justification
- Purpose/objectives of the survey
- Governance structure
- Scope of work/Tasks (key stages of the survey process from planning to dissemination of results)
- Survey schedule (Annex 1 – Survey Timetable)
- Budget (in-country implementation costs and Technical support costs) – Annex 2 – detailed budget
- Major challenges envisaged.

ACTIVITIES, DELIVERABLES AND TIMELINES, PLUS PAYMENT SCHEUDLE PER DELIVERABLE

ACTIVITY	DELIVERABLES	ESTIMATED TIME TO COMPLETE	PAYMENT (%)
1. Review a full-fledged multi country funding proposal for MICS and from it, re-write and/or produce a funding proposal for Kiribati MICS 2024	Kiribati MICS 2024 funding proposal document	In 3 days	20%
2. Review a full-fledged multi country funding proposal for MICS and from it, re-write and/or produce a funding proposal for Tonga MICS 2024	Tonga MICS 2024 funding proposal document	In 6 days	15%
	Samoa MICS 2024 funding proposal	In 9 days	

<p>3. Review a full-fledged multi country funding proposal for MICS and from it, re-write and/or produce a funding proposal for Samoa MICS 2024</p>	<p>document</p>		<p>15%</p>
<p>4. Review a full-fledged multi country funding proposal for MICS and from it, re-write and/or produce a funding proposal for Tuvalu MICS 2025</p>	<p>Tuvalu MICS 2025 funding proposal document</p>	<p>In 12 days</p>	<p>15%</p>
<p>5. Review a full-fledged multi country funding proposal for MICS and from it, re-write and/or produce a funding proposal for Solomon Islands MICS 2025</p>	<p>Solomon Islands MICS 2025 funding proposal document</p>	<p>In 15 days</p>	<p>15%</p>
<p>6. Review a full-fledged multi country funding proposal for MICS and from it, re-write and/or produce a funding proposal for RMI MICS 2025</p>	<p>RMI MICS 2025 funding proposal document</p>	<p>In 18 days</p>	<p>20%</p>
			<p>TOTAL 100%</p>

QUALIFICATIONS, SPECIALIZED EXPERIENCE AND ADDITIONAL COMPETENCIES

Bachelors Masters PhD Other

Advanced University degree in International Development, Public Policy, Development Program Evaluation, or any related social science discipline with extensive experience with and knowledge of fundraising, and applied research methods, and monitoring and evaluation.

EXPERIENCE AND COMPETENCIES

- Minimum of 5 years of professional experience in funding proposal writing.
- Knowledge of data demand and gaps in the Pacific Region will be an asset.
- Ability to synthesize information succinctly and accurately and a track record of producing high quality evidence products.
- Experience working with UNICEF is an advantage.
- Excellent oral and written communication is required

CONDITIONS OF WORK AND CLARIFICATION ON SUPERVISION

The consultant will work under the overall supervision of the Chief of Social Policy and direct supervision of Statistics & Monitoring Specialist in the UNICEF Pacific Multi-Country Office, who will be who will be responsible for quality assurance of the products. The consultant will perform the entire assessment remotely or will be working from home instead of in an office environment.

ADMINISTRATIVE ISSUES

- 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.
- The selected candidate is solely responsible to ensure that the visa (applicable) and health insurance required to perform the duties of the contract are valid for the entire period of the contract. Selected candidates are subject to confirmation of fully vaccinated status against SARS-CoV-2 (Covid-19) with a World Health Organization (WHO)-endorsed vaccine, which must be met prior to taking up the assignment. It does not apply to consultants who will work remotely and are not expected to work on or visit UNICEF premises, programme delivery locations or directly interact with communities UNICEF works with, nor to travel to perform functions for UNICEF for the duration of their consultancy contracts. UNICEF offers reasonable accommodation for consultants with disabilities. This may include, for example, accessible software, travel assistance for missions or personal attendants. We encourage you to disclose your disability during your application in case you need reasonable accommodation during the selection process and afterwards in your assignment.
- No contract may commence unless the contract is signed by both UNICEF and the consultant/ contractor.
- Consultant/Contractor will be required to complete mandatory online courses (e.g. Ethics, Prevention of Sexual Exploitation and Abuse and Security) upon receipt of offer and before the signature of contract.

GUIDANCE FOR APPLICANTS

Please submit a **separate financial offer** along with your application. The financial proposal should be a **lump sum amount for all the deliverables** and should show a break down for the following:

- Monthly / Daily fees– based on the deliverables in the Terms of Reference above.