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| UNICEF in Türkiye |
| **Requirements For Financial Submission** |
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| Programme: Child Protection |
| Assignment Title:  **SHORT-TERM INDIVIDUAL NATIONAL CONSULTANCY for TRAINING and CONTENT DEVELOPMENT ON** **CHILD FRIENDLY PROCEDURES FOR LAWYERS WORKING WITH/FOR CHILDREN**  **Ref: PRO/TURA/2024-J** |
| Purpose of the Assignment: The purpose of this assignment is to provide support to the Project’s key consultants in development of the Psychology and Development of Children and Effective Communication, Access to Justice and Discrimination, Forensic Medicine, Child’s Statement and Social Investigation Reports Law modules of the ÇABA Training Programme for Lawyers working with/for children and the ‘Training Programming Consultant’ in the development of the methodology and the agenda of the ÇABA Training Programme. The main output of the assignment also includes development of Online Modules for the ToT and Training Programme for Lawyers and conduct training on the Developed Modules in the ToT of the ÇABA Training Programme. |
| Supervisor: Child Protection Officer |

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| **TASKS** | **DELIVERABLES** | **TOTAL TIME FOR CONSULTANT** | | **UNIT COST FOR A PERSON \DAY (TRY)** | | **TOTAL COST for DELIVERABLE (TRY)** | |
| Inception Phase | Inception Report |  | |  | |  | |
| Provide Support to the Development of the Facilitators’, Participants’ and Online Modules | Developed Modules |  | |  | |  | |
| Development of Online Modules for the ToT and Training Programme for Lawyers | ToT and Lawyer Training Online Modules |  | |  | |  | |
| Deliver Trainings and Provide Guidance During the ToT | ToT Report |  | |  | |  | |
| Provide Guidance to the Facilitators | Training Report on Observations |  | |  | |  | |
| Proofread, Revision & On-Demand Support to the Training Programming Consultant | Report on the undertaken tasks on this component throughout the consultancy |  | |  | |  | |
| Inception Phase | Inception Report |  | |  | |  | |
| Provide Support to the Development of the Facilitators’, Participants’ and Online Modules | Developed Modules |  | |  | |  | |
| ***TOTAL COST FOR DELIVERABLES (TRY):*** | | |  | |  | |  | |
| 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 (TRY):*** | | | | | | |  | |
| ***GRAND TOTAL (TRY):*** | | | | | | |  | |

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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.* |