

## TERMS OF REFERENCE

### **Individual Contractor: Support Microsimulation Evaluation & Integrated Social Protection with NITI Aayog (FULL TIME)**

**Duty Station:** New Delhi; with travel to field locations

**Contract Duration:** 10 months (full-time)

**Closing Date:** 23<sup>rd</sup> March 2022

#### **1. BACKGROUND / RATIONALE**

UNICEF has been advocating for integrated and child sensitive social protection systems to strengthen systems and streamline service delivery with a key principle of 'Leave No-One Behind'. Child-sensitive social protection policies offer a vanguard into comprehensive approaches that yield complex multisectoral outcomes – they broaden the policy framework, extending beyond sectoral goals towards complex outcomes, offering better value for money. These hold the potential to fundamentally change the development paradigm, enable inclusive social development and facilitate inclusive economic growth.

UNICEF has worked with NITI Aayog in creation of an inter-ministerial Advisory Group on Integrated Social Protection under the chairpersonship of Vice Chair and anchored by the Social Empowerment and Justice Division. The Advisory Group is tasked with steering and guiding on the development of an integrated social protection framework for India. A Technical Group has also been created to assist the Advisory Group. This Technical Group is convened by Social Justice and Empowerment Division, NITI Aayog and constituted by prominent academic, research and policy organizations, including UNICEF Innocenti (Office of Research, Florence), other UN Agencies and so on.

UNICEF is providing technical assistance through mapping of India's national social protection schemes and informing a comprehensive and prioritized package of social protection interventions. A microsimulation evaluation of 13 national social protection programs is underway to build the evidence base for an integrated social protection system by tackling integration opportunities at the policy level. The programs being studied include child centric and household centric social assistance and social insurance programs, including PM-KISAM, MGNREGS, PMMVY, various pension programs, and child grants.

#### **2. PURPOSE OF ASSIGNMENT**

An on-going engagement of UNICEF with NITI Aayog on the development of integrated national social protection policy framework presents a strategic opportunity to improve the efficiency and effectiveness of a large number of social protection services to citizens, including children and adolescents. This has assumed greater importance and relevance as we aim to build back better on recovery post the COVID-19 pandemic.

The consultancy will provide technical assistance to the NITI Aayog as well as UNICEF India to contribute to the development of the integrated social protection policy framework.

#### **3. OBJECTIVE/S**

The consultancy will provide coordination, analytical, documentation, and technical support to the Advisory Group secretariat, including capacity development efforts by UNICEF and NITI Aayog.

#### **4. MAJOR TASKS TO BE ACCOMPLISHED**

**4.1. Coordination:** Provide coordination support to the inter-ministerial Advisory Group on **Integrated Social Protection**, stakeholders across agencies, ministries, and technical partners

**4.1.1.** On partners and technical review meetings, consultations, and workshops and trainings; Keep record of proceedings for easy reference and/or to capture and institutionalize lessons learned

**4.2. Technical support and quality assurance:** Review and feedback on technical reports on the evaluation for various users, across advisory groups, ministries and technical partners, facilitate and assist in expert and peer review, revision and finalization of research and evaluation reports,

**4.2.1.** Assisting the technical group to critique the research outputs, monitor feedback received and provide technical inputs into the technical review processes, and working with technical partners to reconcile technical comments to finalize the reports

**4.3. Analysis and documentation:** develop data representations, distil key technical messages, and contribute to development of key knowledge and advocacy products.

**4.3.1.** Develop user and context specific strategic knowledge management and advocacy outputs, research, draft and collaborate on policy briefs, briefing notes, white papers, monographs and framework documents

**4.4. Capacity Development support:** Increase constituent's capacity and expand knowledge base to enhance their understanding on child sensitive, gender transformative and climate adopting social protection and possible approaches.

**4.4.1.** Facilitate capacity development /training of key stakeholders-consultation and finalization of agenda, communication, training modalities, feedback, training reports/documentation etc. addressing the above scope, including encouraging invites/submission of good practices on social protection in states

## 5. DELIVERABLES AND DEADLINES

S. No.	Major Task	Deliverable	Specific delivery date/deadline for completion of deliverable (Indicative)	Estimated travel required for completion of deliverable
1	Coordination	Advisory Group meeting records of proceedings (2)  Technical group meetings on phase 3 evaluability (3) records  Stakeholders and Partners' consultation workshop proceedings (4)	April - May 2022  July-, September 2022  August -December 2022	State capitals  Total 5 trips  4-5 days, each trip
2	Technical support	Critical technical review documents (5)	May 2022, July 2022, October 2022	

3	Analysis and Documentation	Draft - Scheme wise/ Ministry wise policy briefs (5)  Final-Scheme wise/ Ministry wise policy briefs (5)  Draft-Briefing notes to Advisory Group (5)  Final-Briefing notes to Advisory Group (5)	June 2022  30 July 2022  30 August 2022  30 September 2022	
4	Capacity development /training /knowledge sharing webinars	Background note and agenda and schedule for 6 with D. pathways  Documentation of brief training reports	30 November 2022  30 December 2022	
5	Evidence generation and advocacy support on social protection for children, including design workshops	Integrated social protection framework -final report  Social protection-inter-agency convergence model/framework (document)	20 January 2023  28 February 2023	

**6. DUTY STATION**

New Delhi

**7. OFFICIAL TRAVEL INVOLVED (ITINERARY AND DURATION)**

Minimal travel may be required as needed depending on the COVID-19 pandemic situation. Overall, five trips to states can be planned over period of 10 months period (total travel days 18-20)

**8. ESTIMATED DURATION OF CONTRACT (FULL TIME)**

10 months

**9. QUALIFICATIONS / SPECIALIZED KNOWLEDGE / EXPERIENCE/ COMPETENCIES (CORE/TECHNICAL/FUNCTIONAL) / LANGUAGE SKILLS REQUIRED FOR THE ASSIGNMENT**

- Advanced university degree in economics, statistics, social policy, international development, public relations, or a related technical field
- Minimum 8 years' experience working on economic modelling, policy analysis and research, and development, multi stakeholder initiatives is required
- Prior experience and familiarity of engaging with government system is required and shall be demonstrated through professional experience and skills

- Well conversant with the latest developments in international standards on social protection, governance, and public financial systems management.
- Proven analytical skills, economic modelling, published research, and policy papers are desirable
- Excellent communication and drafting skills are essential with a proficiency in English. Knowledge of Hindi is desirable.
- Ability to work with diverse stakeholders, (government system/UN etc.) coordinate loosely defined teams towards set tasks, experience of working with governments in developing country settings will be an advantage.

#### 10. TECHNICAL EVALUATION CRITERIA (WITH WEIGHTS FOR EACH CRITERIA)

A total of 80 marks is allocated for technical evaluation conducted based on the Technical Review Committee's recommendation as per the table below. The financial bids will be evaluated through a total mark of 20. A candidate must obtain at least 80% (i.e. 64 out of 80 marks) in the technical proposal to be technically qualified and minimum score against each criteria including written test and interview.

Criteria	Minimum Score	Maximum Score
<b>1. Educational Qualification</b>	<b>8</b>	<b>10</b>
Holds at least a master's degree in Economics, statistics, international development studies, public administration or related field		
<b>2. Relevant Work Experience</b>	<b>12</b>	<b>15</b>
At least 8 years of relevant professional experience in working on social-economic policy research, preferably economic modelling		
Those candidates who score minimum marks of 20 will be called for written test		
<b>3. Written Test</b>	<b>20</b>	<b>25</b>
<i>Candidates who score 20 marks and above in the written test will be invited for an interview</i>		
<b>4. Interview</b>	<b>24</b>	<b>30</b>
<b>Total technical score – 80 (minimum total qualifying marks is 64)</b>	<b>64</b>	<b>80</b>

**11. PAYMENT SCHEDULE-** payment will be made against a monthly progress report and completion of deliverables in the specific month.

#### **HOW TO APPLY:**

The application to be submitted through the online portal and should contain three separate attachments:

- A Cover letter explaining suitability for position **(to be uploaded online under "Cover Letter" tab)**
- Curriculum Vitae (CV) **(to be uploaded online under "Resume" tab)**
- A financial proposal indicating all-inclusive monthly professional fee, as per the template attached. Please do not forget to specify your name in the file while saving **(to be uploaded online under "Financial Proposal" tab).**

**Important Note: Please do not indicate financials anywhere else in the online application form, please mark "n/a or 00", under the fee related questions in the online application form.**

**Without all the above 3 documents, your application will be considered incomplete and invalid and will not be considered further.**

- Any attempt to unduly influence UNICEF's selection process will lead to automatic disqualification of the applicant.
- Joint applications of two or more individuals are not accepted.
- Please note, UNICEF does not charge any fee during any stage of the process.
- Women, trans, non-binary and gender diverse candidates meeting the requirements are strongly encouraged to apply.
- UNICEF is committed to diversity and inclusion and encourages qualified candidates from all backgrounds including persons living with disabilities to apply.
- General Terms and Conditions for the Consultancy Contract is attached, for your reference.
- 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.

**For any clarifications, please contact:**

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