

# UNICEF LATIN AMERICA AND THE CARIBBEAN REGIONAL OFFICE AND UNICEF BELIZE COUNTRY OFFICE

## TERMS OF REFERENCE

TITLE	Country Programme Light Review
PURPOSE	To conduct a light review of the UNICEF 2017-2020 Country Programme in Belize and inform the development of the 2022 - 2026 Country Programme.
LOCATION OF ASSIGNMENT	Home-based
CONTRACT	Institution
LANGUAGE(S) REQUIRED	English
TRAVEL	Within Belize City
DURATION OF CONTRACT	2.5 months
START DATE	4 April 2021
END DATE	15 June 2021
REPORTING TO:	M&E Specialist UNICEF Belize

### Overview

#### 1.Introduction

This Country Programme review (CPR) Terms of Reference (ToR) has been developed to generate evidence of UNICEF's contributions to development results in Belize during the period of the 2017-2021 CPD

#### 2.Background

##### 2.1

Belize bordered by Mexico at the North, Guatemala at the west and south and the Caribbean Sea at the East, both a Central American and Caribbean country. Its geographical location provides an opportunity to both the Caribbean Community (CARICOM) and Central American Integrated System (SICA). Belize is the only English speaking country in the Central American Sub Region with has area of 8,867 sq mi and a population of 408,487 (2019).

Based on 2010 Census, the mid-year population estimates for 2019 is 408,897. The distribution by sex is 50% male and 50% females. Women in reproductive age (15-49 years) accounts for 26.3% of the total population. The number of adolescents 10-19 years are 91,657 or 22.4% of the total population.

The distribution of the population by urban and rural area is 44.7% and 55.3% respectively. A little over half of the total population is concentrated in two districts: Belize district with 30.4% and Cayo district with 24.3% of the total population. The other four districts (Corozal, Orange Walk, Stann Creek and Toledo) have between 9.4% and 12.1% of the total population.

While the household dynamics varies across districts, the mean household size is approximately 3.8. Nineteen percent of households reported having 6+ members. Two third of households are headed by women. According to 2015 MICS, about 49% of the population identified themselves as Mestizo followed by Creole (25%) and indigenous population (Maya and Garifuna)

About half of household heads have primary school as the highest education, 25.0% secondary and 17.0% have higher education. Six percent of households have little or no education.

Belize is classified as an Upper Middle-Income Economy (GNI per capita between 4,046 and 12,535). The economy relies on tourism and exports of marine products, citrus, sugar and bananas.

The unemployment rate for September 2019 is 10.4% overall, 6.6.% among males and 15.7% among females. Women unemployment rate is 2.4 times higher than in males. Younger women (14-24 years) have higher unemployment rate compared to women 45 years and beyond with 31.5% and 12.4% respectively.

The three districts with the highest unemployment rate are Belize (12.5%), Orange Walk (11.6%) and Stann Creek (9.8%). The lowest rate is seen in Toledo district (5.4%). By ethnicity the highest rates are among Creole (14.6%), Garifuna (14.4%) and Mestizo/Hispanic (9.3%).

Ninety-one percent of households have access to electricity (91.8%). All districts are above 90.0% except Toledo with 70.8%.

The extent to which a child survives and develop varies by geographic location, ethnic group and socioeconomic status. Children's survival and development are challenged by inaccessible health care delivery and services, late birth registration, access to and availability of early child development (ECD) programmes, and youth-friendly services, adolescent injury and violence, early sexual debut and motherhood, early unions among adolescents, access for disabled children, and health risks of chronic non-communicable diseases (NCDs).

According to the Ministry of Health and Wellbeing the leading cause of death of children 5 to 17 years are, unintentional injuries (e.g. road traffic accident and drowning). Adolescents 10-17 years shows suicide as second (10-14 years) and third (15-17 years) leading cause of death. The congenital malformations are second most frequent cause in younger children (0-9 years).

According to the MICS 2015–2016, almost 5 per cent of children under age five are moderately or severely underweight, and less than one per cent (0.4%) are classified as severely underweight. Fifteen per cent of children under five are either moderately stunted or too short for their age, and two per cent are moderately wasted or too thin for their height. About 7 per cent of children are overweight or too heavy for their height. Boys appear to be more likely to be underweight, stunted and wasted than girls.

The 2015 MICS also reported the Adolescent Birth Rate (ABR) as 74. Adolescent Birth Rate (ABR) is the number of births to women ages 15–19 per 1,000 women in that age group per year (WHO 2010). Corozal (104), Stann Creek (101), Toledo (98) ABR are the highest compared to Belize – exclude SS-BC (70), Orange Walk (67), Cayo (62), and Southside Belize City (55).

The MICS 2015–2016 reports that approximately 52 percent of children experienced psychological aggression and 48 per cent experienced physical punishment and 65 percent of adult respondents reported using violent disciplinary methods on children. Children subject to violent discipline by age group are: Half of those below two years of age; three out of every four children 2-4 years of age; seven of every ten children 5-9 years; six of ten children in early adolescence period or 10-14 years of age. In addition, children and adolescents living in Belize are victims of all types

of violence in the community e.g. genderbased violence, neglect, bullying, gang violence, sexual abuse and sexual exploitation.

The National Child Activity Survey (2013) identified child labour in banana, sugarcane and citrus production. The survey showed that 5,188 children aged 5 to 17 were working, of whom 70.0 % (3,528) were engaged in child labour and 66.0 % (3,381) were engaged in hazardous work. Male children, between the ages of 14 and 17 and those living in rural communities were most at risk. Within the 14–17 age group, 7 out of 10 of working children were doing hazardous work.

MICS 2015–2016 show that about half of children aged 36–59 months attend an organized early childhood education programme, with a significant difference in urban (66%) versus rural areas (48%). However, while this situation gets better as children transition to primary education -The primary school net attendance of 95.8 per cent, this trend reverses at secondary level. For 2017/18, MoEYSC reported the secondary school gross enrolment ratio as 62.4 per cent (total enrolment of 22,027). An estimated 72 per cent of girls complete secondary school within the prescribed four years, compared to 61.2 per cent of boys.

In addition, no specific legislation in Belize addresses the status and rights of disabled youth, to support their health, education, development, training, rehabilitation, recreation and care

## **2.2 2017-2021 CPD**

The 2017-2021 Country Programme supported Belize in meeting the highest international standards of respect, protection and fulfilment of children's rights. The Programme aimed to complement the country's efforts in progressing to the fulfilment of the child-related Sustainable Development Goals and related regional and national development goals affecting children and their families. The proposed actions in this programme are strictly aligned with the regional UN MSDF goals, contributing to the implementation of all four outcome areas: *Inclusive, Equitable and Prosperous Caribbean; Cohesive, Safe and Just Caribbean; A Sustainable and Resilient Caribbean; and A Healthy Caribbean.*

Programme supported the achievement of the critical success factors of the Growth and Sustainable Development Strategy, namely: *enhancing social cohesion and resilience, and enhanced governance and citizen security.*

The CP developed with human right based, gender approach had four outcomes:

- **Reducing Multidimensional Poverty and Child Rights Monitoring;**  
By 2021, national systems and policies are effectively addressing multiple deprivations affecting the most vulnerable boys and girls across the lifecycle, and building their resilience, through adequately funded social investments and rights-based quality social policies based on adequately disaggregated data on children.
- **Lifelong Learning;**  
By 2021, the most disadvantaged boys, girls and adolescents improved their education and developmental outcomes and access equitable and inclusive learning environments across the life cycle, including in emergencies.
- **Safety and Justice for Children.**  
By 2021, National Legislation is implemented to prevent, mitigate and address violence and other childhood abuses and the justice, education, public health, security and other sectors observe children's rights to this protection
- **Programme Effectiveness**  
Key children's and women's issues are brought to the attention of target audiences for advocacy and resource mobilization.

<b>Summary budget table</b> <i>Programme component</i>		<i>(In thousands of United States dollars)</i>	
	<i>Regular resources</i>	<i>Other resources</i>	<b>Total</b>
Reducing Multidimensional Poverty and Child Rights Monitoring	1 600	575	2 175
Lifelong Learning	1 025	1 875	2 900
Safety and Justice for Children	1 150	1 775	2 925
Programme effectiveness	350	150	500
<b>Total</b>	4125	4375	8500

### 3. The objective of the Country Programme Peer Review

The objective of the light review of the 2017-2021 UNICEF Belize country programme is to support the development of the 2022-2026 UNICEF Belize Country Programme.

The light review intends to give a snapshot of the country programme design and relevance given the country context, priorities and needs (including the change in country context as a result of COVID-19). These will be based on a desk review and stakeholder consultations (including children/ adolescents). To understand UNICEF's supported programmes/ interventions considering children, adolescents and young people, especially the most marginalized.

The country programme contribution to the UNICEF Strategic Plan, priorities, the Core Commitments for Children in Humanitarian Action (CCCs), and foundation strategies – the renewed focus on equity, the Human Rights-based Approach to Programming, Gender Mainstreaming and Rights Results-based Management.

Finally, the light Review will examine UNICEF coordination and collaborative engagement with other UN agencies in the country.

### 4. Purpose, objective and scope of the peer review

The main purpose of the Light Review of UNICEF Belize County Programme is to draw lessons learned to inform the design and implementation of the next 2022-2026 Country Programme and hence strengthen the TOC for the next UNICEF programmes in Belize. The light Review will contribute to reinforce UNICEF's Belize organisational learning, strategic positioning and value proposition in its partnerships, increase advocacy in winning support for children.

### 5. Review criteria and questions

UNICEF Belize has prioritised 4 priority questions as the focus of the Country Programme Light Review. The reasons for that are, to make the exercise more feasible to manage, and equally important, to concentrate on those strategies deemed most useful and with the greatest learning potential for developing the next country programme.

## Questions

1. To what extent has UNICEF ensured that the needs of children, adolescents and young people, especially the most marginalised, have been considered in the planning and implementation of UNICEF-supported interventions under the country programme? To what extent did the CP achieve, or is expected to achieve, its objectives, and its results, including any differential results across groups? (Who is left behind)
2. To what extent was the country programme and its design relevant given the country context, priorities and needs (including the change in country context as a result of COVID-19)?
3. To what extent does the country programme contribute to the UNICEF Strategic Plan, UN-MDSF, the Core Commitments for Children in Humanitarian Action (CCCs), and foundation strategies – the renewed focus on equity, the Human Rights-based Approach to Programming, Gender Mainstreaming and Results-based Management? These global criteria serve as a reference in evaluating both the processes through which results are achieved and the results themselves, be they intended or unintended
4. To what extent is the Belize country programme coherent (internally and externally) to the Children’s Agenda, Growth and Sustainable Development Strategy, Horizon 2030, Plan Belize and emerging national issues?

## 6. Methodology and approach

It is expected that the consultant will employ a hybrid framework consisting of a mixed-method design (triangulation of quantitative and qualitative information methods) and analysis underpinned by a human rights-based approach (equity and child rights). To this end, the consultant is expected to:

6.1 Conduct **desk review** of all materials relevant to the 2017- 2021 Country Programme. The secondary data review will include, among others, background documents on the national context, programme plans and frameworks; progress reports; monitoring self-assessments such as the yearly UNICEF Country Office Annual Reports; and evaluations and peer reviews conducted by the country office and partners.

6.2 Collect appropriate qualitative data, to include **key informant interviews**, focus group discussions (remote and face to face) and surveys with beneficiaries (children and parents) and key stakeholders (CSO, Government, Private Sector and the RCO). In addition to identifying the key informants for the interviews, the analysis will serve to examine any potential partnerships that could further improve UNICEF’s contribution to the country. The **focus group discussions** at national level with the members of the Children’s Advisory body and youth facilitators, will be conducted to capture their views on topics such as UNICEF support since 2017, the needs of young people, opinions on what UNICEF could do more.

6.3 Prepare **draft and final report**. Final report should be no more than 20 pages.

6.4 **Validate findings**. Initial findings will be presented to UNICEF Staff in a (virtual) workshop to assess the validity / accuracy of the findings to the Belize context and programmes.

### Ethical considerations

UNICEF supports evidence generation conducted in full compliance with ethical considerations, including during the review, research and data collection. Ethical considerations will be assessed and documented, and clearance will be sought before data collection can commence. All data collection exercise undertaken will be

in accordance with ethical recommendations as set out in the [UNICEF Procedure for Ethical Standards and Research, Evaluation review and Data Collection and Analysis](#) (2015).

All informants should be offered the possibility of confidentiality, for all methods used. Dissemination or exposure of results and of any interim products must follow the rules agreed upon in the contract. Unauthorized disclosure is prohibited. Any sensitive issues or concerns should be raised, as soon as they are identified, with the M&E Specialist.

## 7. Light review Timelines and deliverables

The timeframe below is restrictive and will be updated regularly in alignment with COVID-19 developments and related measures put in place by the Governments of Belize.

Ref	Deliverable/Activity	TIMELINES		
		M1	M2	M3
1	Inception Report (2 days)			
2	Data Collection (5 days)			
3	Data Analysis (8 days)			
4	Draft Report (8 days)			
6	Presentation to Stakeholders (1 day)			
7	Final Report (2 days)			

A total of 26 working days are estimated for completion of the Belize Country Programme Light Review and associated deliverables. The planned duration of this consultancy is 2.5 months, with expected start on **4 April 2021 and completion by 15 June 2021.**

## 8. Light review management and quality assurance

### The Light Review Management Group

The Light Review Management Group (MG) is led by the Representative, and includes, Social Policy Specialist/ Programme coordinator, Monitoring and Evaluation Specialist. Primary responsibilities include:

- 8.1.1 Advise and take decisions on the scope, timing and resources for the light review;
- 8.1.2 Contributions to, and approval of the ToR (signed off by the Representative);
- 8.1.3 Propose candidates for the Light Review Reference Group (RG) (see below);
- 8.1.4 Support with the lists of contacts, data and information to be shared with the Consultant
- 8.1.5 Agreeing and scheduling visits, providing admin support;
- 8.1.6 Contributing to Quality Assurance through comments and feedback on draft deliverables.

### Light Review Reference Group

Light Review Reference Group (RG) comprises of Child Protection Officer, ECD and Education Officer, Operations Officer, Communication Officer, Spotlight Programme Coordinator, UNV and the Child Justice Coordinator and IT4D Officer. The purpose of the RG is to provide external insights and perspectives to the light review process.

The RG expected support and contributions include:

- 8.2.1 Engagement in the light Review processes and sharing relevant documents and updates with their organizations;
- 8.2.2 Participation in key Informants interviews and Review processes, including meetings and calls;
- 8.2.3 Provide inputs contributing to quality assurance of deliverables through comments on draft deliverables.

Payment will be done based on delivery of finalized and approved deliverables. The contract must cover professional fees, transport, lodging or any other additional fees. The consultant will be supervised and managed by the UNICEF Monitoring and Evaluation Specialist

UNICEF shall hold all property rights, such as copyrights, patents, and registered trademarks on matters related to, or derived from the work carried through this contract with UNICEF.

## 9. Qualifications

The consultant should have the following qualifications, professional experience and competencies:

- Advance Degree in Public Policy, Economics, Social Sciences or related field;
- Proven experience in analytical skills and experience in qualitative data collection and analysis, including the conduct of KII and focus groups virtually;
- Professional experience in conducting analysis using datasets from surveys and admin sources
- Proven ability in coordination of research, dialogue and synthesis of complex information in strategic reports;
- Skills in statistical analysis software;
- Excellent written and oral communication skills in English required;
- Ability to work independently and respond to feedback in a timely and professional manner;
- Experience working with UNICEF would be an asset;

Suitable applicants are invited to submit a detailed Technical and Financial Proposal.

The proposals will be assessed based on the following scores:

- Technical Proposal: 80 points
- Financial Proposal: 20 Points

The scores of the financial proposal and the technical proposal will be consolidated and together generate the overall final score.

### Technical Proposal

The technical proposal should be no more than 5 pages, 12 points font and 1.5-line spacing excluding Appendixes. It should address the following areas:

- Experience in conducting programme reviews and mentioning at least two similar assignments conducted previously;
- Proposed methodology, the review framework, work plan and limitations (with alternatives) for meeting the deliverables in the ToR;
- Consultant experience and qualifications (include CV as appendix);
- Any other information relevant to the TORs.

## Financial Proposal

The financial proposal must be submitted separately from the technical proposal, as per UNICEF standard procurement guidelines. It should provide an all-inclusive budget (fee, logistics, etc) in USD, and a budget breakdown to understand the distribution of costs (daily and monthly rate).

Note: The Financial proposals will be opened only to the consultants considered technically approved (range between 59 to 80 points).

## How to Apply

Contractors are invited to submit their technical and financial proposals no later than .5:00pm (Belize time) 28 March 2021 to the link provided.

Proposals should be uploaded as a separate document (word, or pdf), and labelled as **“Technical Proposal, UNICEF Belize Country Programme Light review** and **“Financial Proposal UNICEF Belize Country Programme Light review”**.

UNICEF is committed to achieving workforce diversity in terms of gender, nationality and culture. Individuals from minority groups, indigenous groups and persons with disabilities are equally encouraged to apply. All applications will be treated with the strictest confidence.

## Annex 1. List of key documents

Planning documents (UNICEF):

- Belize Country Programme Document (CPD) 2017-2021
- Costed Evaluation review plan Belize Country Programme Document
- Child Rights Monitoring and Multi-Dimensional Poverty: Programme Strategy Note 2017-2021
- Lifelong Learning: Programme Strategy Note 2017-2021
- Safety and Justice for Children: Programme Strategy Note 2017-2021
- Social Inclusion and Child Rights Monitoring: Programme Strategy Note 2017-2021
- Country Programme Management Plan (CPMP) 2017-2021
- Strategic Moment of Reflection: Belize Country Programme 2017-2021 Planning

documents (United Nations):

- [United Nations Multi-Country Sustainable Development Framework in the Caribbean](#), 2017- 2021

Planning documents (National):

- National Children’s Agenda 2020
- Growth and Sustainable Development Strategy
- Horizon 2030

Development Strategies

- National Strategy for Sustainable and Child Friendly municipalities 2025
- Municipal Development Strategy 2017-2020 for Corozal, Orange Walk, Belize, San Pedro, San Ignacio/ Santa Elena/ Benque. Dangriga and Punta Gorda.
- National Adolescent Health Strategy

National Policy



- ECD Policy
- Youth Policy
- Gender Based Violence Policy
- Parenting Manual
- BDF training manual (includes what to do in cases of harassment or violence).
- BDF Sexual Harassment Policy (developed by the Legal Officer in 2020).
- Draft GBV Action Plan

Key Evaluation Reviews:

- BOOST and BOOST +Evaluation review
- Metamorphosis Evaluation

review Key Situational Analysis

- Situation Analysis of children and families 2019 (ongoing)
- Adolescent Situation Analysis

Key monitoring Report

- 2020 Country Office Outcome/output report (RAM)
- 2019 Country Office Outcome/output report (RAM)
- 2018 Country Office Outcome/output report (RAM)
- 2017 Country Office Outcome/output report (RAM)
- 2020 Country Office Annual Report. Belize Country Programme
- 2019 Country Office Annual Report. Belize Country Programme
- 2018 Country Office Annual Report. Belize Country Programme
- 2017 Country Office Annual Report. Belize Country Programme

Other documents;

- Convention on the Rights of the Child (CRC)
- Convention on the Elimination of All Forms of Discrimination against Women (CEDAW)
- UNICEF Country Programme Document 2012-2016
- UNICEF Strategic Plan 2014-2017: <http://www.unicef.org/strategicplan/>
- UNICEF Strategic Plan 2018-2021: [https://www.unicef.org/about/execboard/files/2017-17-Rev1-Strategic\\_Plan\\_2018-2021-ODS-EN.pdf](https://www.unicef.org/about/execboard/files/2017-17-Rev1-Strategic_Plan_2018-2021-ODS-EN.pdf)
- Sustainable Development Goals 1, 2, 3, 4, 5, 6, 10, 11, 13, 16, 17.
- UNICEF Gender Equality Resources: [http://www.unicef.org/gender/gender\\_57850.html](http://www.unicef.org/gender/gender_57850.html)
- Ethical Research Involving Children, 2013: <https://childethics.com>