|  |  |  |  |
| --- | --- | --- | --- |
| **Work Assignment**  | **Deliverables**  | **Timefame**  | **Payment schedule**  |
| **Inception Phase** - Desk research and secondary review of existing framework and data that exist; - Develop an inception report with a basic literature review, detailed approach/methodology, and instruments. Adjustments of the existing Quality Assurance Framework approach to strengthen quality assurance procedures as per guidance and comments from UNICEF. - Deliver a one-day workshop to state and non-state partners on quality assurance diagnostic tools as part of a consultative discussion.  | **Del #1**. Report for the inception phase and assignment plan in English with detailed implementation plan and description of the existing Quality Assurance Framework ( structure vs. process quality) including but not limited to: i)list of knowledge products/ii)studies/assessments to be analyzed; iii)mapping of stakeholders; iv) implementation plan, (iv) table of risks & assumptions and mitigation strategies; v) list of contextualized tools and guidance for monitoring of quality of PPE. **Del #2.** Workshop conducted to state and non-state partners on diagnostic tool for quality assurance.  | **May – June 2024 (15 days) including 1st in-country mission (10 days)**  | 20% of payment upon submission of **Del**. **# 1 and #2.**  |
| Aga Khan Foundation, etc), and with non-governmental organizations to understand country practices in providing PPE services and current quality assurance systems for PPE in the country. A comprehensive policy review is conducted, and a report is developed with an in-depth examination of the policy, regulatory, and operational environment factors that influence the country's implementation of PPE quality assurance (monitoring and improving the quality of services).  | **Del #3.** Report on the status of quality assurance in PPE implementation, which describes the strengths, challenges, issues and problems, and recommendations for the reform implementation based on: - technical consultation meetings and interviews. - desktop reviews - policy review - sector review | **June – July 2024 (25 days)**  | 40 % of payment upon submission of **Del #3.**  |
| **Analysis and Reporting** - Produce a report with recommendations for revision of the national framework for monitoring and improving quality of PPE implementation status which describes the strengths, challenges, issues and problems, and recommendations for improvement of implementation. 1. - In consultation with Development Coordination Council (DCC/LEG) partners propose preliminary recommendations and capacity-building plan for concerned governmental institutions with which quality assurance of PPE services to be implemented.

- Development of the draft report for UNICEF Tajikistan review providing recommendations. - Support in the development of the final report. - Provide technical guidance and coaching to the project team to ensure the quality and effectiveness of the project remains impactful, in particular on issues related to teacher training and PPE curriculum revision as well as revision of ECE supply (furniture and teaching learning materials).  | **Del #4.** Report on the preliminary revised quality assurance in PPE, including capacity building plan and recommendations on necessary interventions at policy and technical level. **Del #5.** Revision report is developed in coordination with the international consultant, and a presentation made to stakeholders. Mission/assignment report submitted.  | **July - August 2024 (30 days) including 2nd in-country mission (10 days)**  | 20% of payment upon submission of **Del #4 and #5.**  |
| **Overall Activity** implementation support Together with national consultant, the international consultant will provide technical guidance and capacity building to the MoES, affiliated agencies in translating the UNICEF global visions, including the diversifying early learning to a flexible preschool system for every child in Tajikistan. Together with national consultant support TCO and consultancy institutions involved in studies and assessments, including conducting a review/analysis of the landscape of pre-primary education, including baseline of school readiness among children in ECE centers in 20 selected districts. Together with national consultant support Tajikistan CO in fine-tuning the project activities planned in Year 1 and revising the timelines and intervention strategies accordingly. Support sections (Education, Health, Social Policy, Child Protection, Planning Monitoring and Evaluation etc.) in developing/clarifying scalable and sustainable Activity Year 2 workplan.  | **Del. #6**. Contextualization of ECD/ECE best practices including the “Diversifying early learning in Europe and Central Asia Global Concept” into Tajik context, accompanied by the MoES and affiliated agencies capacity building plan developed **Del. #7.** Compiled analysis, studies and assessments with final reports submitted to USAID and MoES Del. 8 Finalized Year 1 report and Year 2 Workplan set, including revised M&E plan ready for approval by USAID  | **September – October 2024 (30 days)**  | 20% of payment upon submission **of Del #6, #7 and #8.**  |
| **Total:** | **100 w/ds** |  |  |

|  |
| --- |
| **TRAVEL INVOLVED**: |
| Travel International  | 2 round-trip To Dushanbe  |  |  |
| Travel Local (please include travel plan with approximate no of trips)  | N/A  | N/A  | N/A  |
| Per Diem/DSA (if applicable – approximate days)  | 20 days (two in-country missions)  |  |  |