

UNITED NATIONS CHILDREN'S FUND IN THE GAMBIA

TERMS OF REFERENCE

Terms of Reference for *Individual Consultant*

Title: Stock-taking Review of the Parenting Practices for Early Childhood Development (ECD) in The Gambia Project

Programme Information:

UNICEF Gambia Programme of Cooperation 2017-2021

1. Background

Country Context

The Gambia is located on the West African coast and extends about 500 km inland, with a population density of 174 persons per square km. The Gambia is the smallest country in continental Africa, and is bordered on the North, South and East by the Republic of Senegal and on the West by the Atlantic Ocean.

In December 2016, The Gambia voted in a new government. This important development came on the heels of declining indicators in many aspects of life in Gambia especially in human rights, rule of law, economic and political participation and poverty, against a backdrop of a rapidly increasing population with over a third of the population below seventeen years of age.

At the household level, the Integrated Household Survey of The Gambia (IHS 2015/16) shows that poverty has remained flat in the last decade¹ with the 3 per cent GDP growth barely keeping up with a population growth of 3.1 per cent. The number of poor Gambians has risen by over 150,000 in the period. Poverty has also been a push factor that triggers young Gambians to leave the country by irregular means to Europe and other destinations.

The recently concluded MICS has shown that, while The Gambia has also shown a considerable progress in securing children's rights and development in a number of areas, in other areas, progress has been slow, and many children continue to be exposed to the risk of significant rights' violations and an inability to thrive and achieve. Despite a strong commitment to improving children's outcomes, as evidenced by the generally robust and comprehensive law and policy frameworks relating to children, improved outcomes for children have not kept pace.

Another important factor is disparities among regions, sexes and ages, uneven performance of The Gambia in meeting children's rights and key development targets as results remain starkly uneven by geographic area and in terms of particular groups of children. The children from poor families, children living in rural locations and informal urban settlements, children with disabilities were found to have considerable gaps in their access to services and achievement of outcomes in health, nutrition, education, WASH and social welfare.

Project Background

In mid-2017, Dubai Cares (DC) and UNICEF Gambia started a partnership project targeted at providing

¹ 48.4 per cent in 2010 and 48.6 in 2015

children in The Gambia with access to early childhood services. This resulted in Dubai Cares committing US\$500,000 for a two-year project called '*Parenting Practices for Early Childhood Development (ECD) in The Gambia*' which aimed to improve parenting knowledge, skills and practices so that parents, particularly young parents, provide better nurturing care to their children in an environment where their nutritional, health and educational needs are met. ChildFund The Gambia is implementing partner of the project.

The Parenting project targeted 1,200 young parents and 1,500 children in three (3) regions of The Gambia where ECD enrolment was below the 2017 national average. The project is to contribute to the UNICEF Country Programme 2017-2021 output where "*All children aged 0-6 years benefit from formal and informal quality early learning opportunities for enhanced school readiness*". The specific results of the project are:

Outcome² 1: 1,200 young parents acquired awareness and applied knowledge of children's rights and parenting skills;

Outcome 2: 30 communities demonstrated acceptance of improved child care, development, and nurturing practices through social and behavioral change communication;

Outcome 3: 30 communities acquired and utilized improved ECD outdoor playground equipment and facilities.

Purpose of the In-depth Stock-Taking Review

Given the short duration and output level focus of this specific project, Dubai Cares and UNICEF mutually agreed that a stock-taking review would be more beneficial than a detailed end of project evaluation. The review will be led by a consultant who will apply appropriate methodologies including stakeholder consultation and field visits, to collect relevant results information and learning.

The overall objective of the stock-taking review is to assess progress, document learning, and map a way forward in using Early Childhood Development (ECD) as a platform for convergence for all other programme areas to support UNICEF Gambia's strategy on ECD. This stock-taking review will take into account the entire implementation period and geographic and programmatic scope of the project. The key stakeholders of this stock-taking review are UNICEF, Dubai Cares, the Government of The Gambia through the Ministry of Basic and Secondary Education (MoBSE), ChildFund, and the Project Steering Committee.

The stock-taking review aims to accomplish the following:

- To note the progress and achievements made as per the results set by the project;
- To document the learning from implementing the project; what worked well, not so well and what should be improved;
- To map a way forward to make ECD in its entirety (health, nutrition, WASH, education and protection of children) as an integrated, convergence platform for UNICEF Gambia programmes.

Scope of the In-depth Stock-Taking Review

The stock-taking review will address the results achieved, the partnerships established with the Ministry of basic and Secondary education (MoBSE) and ChildFund, as well as issues of capacity and approach. The following key questions will guide the end of project learning process:

- To what extent did the project achievements align with the expected outputs and objectives as per the Performance Management Plan (PMP)?
- What and how much progress has been made towards achieving the overall outputs and outcomes of the project?

² Dubai Cares and UNICEF have slight variation in the use of the terms Output and Outcome. For purpose of this project Dubai Cares terms will be used for most time. In Dubai Cares Outcome is the medium or long-term result after completing several activities. An Outcome is within a partner's accountability.

- What were the key lessons learnt to support the scaling up of the parenting education with the view to advance The Gambia UNICEF Country Office agenda of using ECD to enhance inter-sectoral programme delivery?

Methodology

The successful consultant will be expected to collect data and information from a sample of about 7 – 10 project sites from among the 30 communities based on the indicators agreed in the Performance Monitoring Plan (PMP), which is available upon request. The consultant can use various sources, including both primary and secondary data, specifically focusing on results for children. Two questions to seek answers to will be: What changed in the lives of children as direct beneficiaries of the project? How can the project be replicated or scaled-up in the next phase? The collection of primary data will include feedback from in-depth discussions, interviews with beneficiaries, field visits, and review of project background documents and donor progress reports. The consultant is expected to specify in detail what methodology to employ and how to apply.

2. Schedule of Tasks, Deliverables, Duty-Station & Timeline

The following are the key tasks, deliverables for the consultant. You are welcome to modify to be in line with your methodology. However, the deliverables will remain unchanged.

Task	Deliverable	Duty-Station	Anticipated Timeline & Number of days
1. Desk review, preparation and submission of inception report (Brief outline of the final report, subject to further development)	Inception Report	Home-based	3
2. Revision of inception report after comments	Inception Report	Home-based	2
3. Field data collection including not less than 10 project sites		Banjul	5
4. Stakeholder and key informant interview		Banjul	3
5. Preparation and submission of first draft report for comments with power point presentation (PPT)	First draft report & PPT	Banjul	5
6. Submission of second draft report for further comments and validation		Home-based	3
7. Finalization and submission of final report with final updated PPT	Final Report	Home-based	3
Total number of working days for the Consultant (Days)			24

Duty station and official travels

- The Consultant will work from home to draft the inception report.
- The Consultant will spend 13 working days (including Saturday as a working day) in The Gambia to have stakeholder consultations, debriefing, facilitate a workshop to discuss and validate the preliminary findings.
- During the time in The Gambia, UNICEF will endeavor to provide work space for the Consultant, where this is not available, the consultant will be encouraged to work from the Hotel and come to UNICEF for regular briefing.

3. Estimated duration of contract; Remuneration; Other Terms and Conditions

The consultant will be engaged under short-term *individual* contract on part-time basis, for an estimated period of 24 working days from November to December 2019. The Consultancy fees will be negotiated based on value for money and in line with UNICEF standards and terms of payment are stipulated below.

Payment Schedule	Deliverable
1st payment: 30%	Submission of inception report
2 nd payment 30%	Submission of First Draft Report Power Point Presentation summarizing the draft report and preliminary findings
Final Payment: 40%	Submission of final report accepted by UNICEF Final Power Point Presentation

UNICEF reserves the right to withhold all or a portion of payment if performance is unsatisfactory, if work/outputs is incomplete, does not meet the quality standards of both UNICEF and the Government of The Gambia, not delivered or has failed to meet deadlines.

UNICEF does not provide or arrange health insurance coverage for the consultant. The Consultant will make his own transport arrangements (including airfares, local transportation, etc.). Obtaining entry visa to The Gambia for the team members shall be the responsibility of the Consultant. UNICEF may support if necessary.

All travel costs including daily subsistence allowances of the team members or any such expenses are the responsibility of the Consultant. The Consultant will be responsible for arranging accommodation while in The Gambia, however, UNICEF shall extend administrative/logistical support to facilitate this.

4. Supervision and Reporting Arrangements

The contractor will be supervised and report to the UNICEF Education Specialist with briefing and debriefing to the Programme Manager PIC and the UNICEF Deputy Representative about the progress of the consultancy. The consultant will work with relevant UNICEF and ChildFund staff, Government Ministries, Departments and Agencies (MDAs), participating UN agencies and Cooperating Partners, as well as other intervention stakeholders, including beneficiaries.

As part of quality assurance mechanism and ensure ownership, a reference group comprising of Government and UNICEF will be established to provide oversight to the study and provide comments to the deliverables.

5. Qualifications & Experience required

The Consultant must have the following qualifications:

- Master's degree in Monitoring and Evaluation, Social Sciences, or related child rights/well-being graduate qualifications;
- Demonstrated expertise and capability in conducting programme reviews, assessment or evaluations using rights-based approaches with specific reference to children and women;

- Proven record of conducting similar assignment in programme/projects relating to Early Childhood Development or in Education;
- Experience with UNICEF and other UN agencies will be an advantage
- Professional experience in development context or in Africa will be an asset
- Excellent communication and interview skills
- Excellent report writing and organization skills\
- Proficiency in English Language
- Demonstrated ability to deliver quality results within strict deadlines, through a proven track record.

6. Intellectual property rights

UNICEF retain the right to patent and intellectual rights, as well as copyright and other similar intellectual property rights to the survey protocols and tools, discoveries, inventions, production or works arising from the consultancy. Neither the Consultant/consultancy firm nor its personnel shall communicate to any other person or entity any confidential information made known to it by UNICEF in the course of the performance of its obligations under the terms of this Agreement nor shall it use this information for private or company advantage. This provision shall survive the expiration or termination of this Agreement. The right to reproduce or use materials shall be transferred with a written approval of UNICEF based on the consideration of each separate case.

7. How to apply

UNICEF accepts applications from *individual* contractors. The Selection Committee will review applications and make a final decision of a successful application based the quality of the Technical Proposal about 4 – 6 pages (70%) and the Financial Proposal (30%).

All applications should contain the following documents:

- I. Technical Project Proposal, which would include at least:
 - Statement of how to address each of the questions;
 - Conceptual framework of the methodologies to be used
 - Consultant's profile/portfolio
 - Proposed timeframes (days/weeks)
 - Names and contact details of reference persons.
 - List of publications or analytical reports (if applicable)
 - Any other additional information to support the application (optional).
- II. Financial Proposal:
 - Detailed budget breakdown (in US Dollars).

Please send your application through the online platform accessible through this link:
<http://jobs.unicef.org/>

For further details or request for documents contact Ms. Maimuna Sowe at msowe@unicef.org

Deadline for applications: 14th October 2019

8. Submitted, Review and Approval process:

Submitted by

Name of PIC Programme Managers: Germain Sly

Date: 08-Oct-2019

Reviewed and Cleared by:

Name of Deputy Representative : JS

Date: 08 OCT 19'

Approval by:

JS
Representative, UNICEF Gambia
OIC

08 OCT 19'
Date