

Deliverables

Work Assignment Overview

Tasks/Milestone:	Deliverables/Outputs:	Timeline
Inception phase: Support the TSI inception phase including the Kick-off meeting in Luxembourg	Monthly report <ul style="list-style-type: none"> Written inputs to inception report (incl. detailed work plan), kick-off meeting (agenda, presentation, meeting report, etc.) M&E stakeholder map, and basic project communication materials (child rights monitoring component) TWiG on indicators established (ToR, calendar of work, meeting documentation) 	February–April 2023
Technical support to Luxembourg and partners in the following areas: <u>Assessment phase:</u> <ul style="list-style-type: none"> Support the team and national partners in the development of the approach, terms of reference, methodology and tools for the assessment of the state-of-play of M&E of children’s rights and of the country’s Child Guarantee NAP (including the data landscape); the implementation of the assessment including the development of proposals for recommendations to address constraints and opportunities uncovered and of a long list of relevant M&E indicators; the validation of facts with key stakeholders; and the write-up of the 	Monthly Report <u>Assessment phase:</u> <ul style="list-style-type: none"> Draft and final assessment framework incl. ToR, methodological approach, instruments for data collection, analysis and reporting Documentation of data and information collected and reviewed Documented data analysis and validation process and results Draft and final assessment report (incl. proposals for recommendations and indicator inventory) Power Point presentation of the assessment and its results Documented online bilateral exchanges with at least two countries in the area of M&E <u>Implementation phase:</u>	February 2023- July 2024

<p>assessment report and presentation. The assessment will include a comprehensive desk review (including an analysis of other EU and third countries' experiences, good practices and M&E frameworks and indicator sets) as well as a secondary data analysis and field-work to gather primary data (e.g., from key informants) as needed.</p> <ul style="list-style-type: none"> • The consultant will further support the preparation, implementation and documentation of online bilateral exchanges with at least two selected countries. <p><u>Implementation phase:</u></p> <ul style="list-style-type: none"> • Drafting and finalizing a report that will set out the prioritized indicator areas, the actual indicators and the data collection methods. The report will be based on the results of the assessment and the work of the TWiG on indicators and of all other experts engaged in a consultative and consensus building process to arrive at priority indicator areas and actual indicators to monitor and evaluate the implementation of the National Strategy and Action Plan on the Rights of the Child 2022-2026 and the Child Guarantee NAP. The report will include any actions that may be required to strengthen the data systems to produce quality data for the prioritized indicators. The process of identifying and prioritizing the indicators will include testing the feasibility of the prioritized 	<ul style="list-style-type: none"> • Draft and final indicator report incl. prioritized indicator areas, actual M&E indicators and areas for data improvement incl. proposed actions to strengthen the data systems • Documented metadata for the prioritized indicators • Documented process and methodology applied to consultation, consensus building and testing of the feasibility of the prioritized indicators <p>M&E roadmap</p> <ul style="list-style-type: none"> • Proposal for a dashboard for the prioritized indicators • -Documented inputs on participatory M&E to workshops on child and stakeholder participation and included in the organisational policy and guide for national partners • -Documented inputs to other relevant tasks related to the project 	
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<p>indicators and elaborating on the metadata (including indicator definition and calculation, data collection methods and data sources, data disaggregation, etc.). The actions needed to strengthen the data systems will be included into a roadmap for implementation that will be developed as part of the project.</p> <ul style="list-style-type: none"> • Developing a roadmap to monitor and evaluate children's rights and child poverty and social exclusion in Luxembourg setting out the key steps and milestones including roles and responsibilities of stakeholders to implement the strengthened M&E framework and continuously improve M&E, collect quality disaggregated data for the agreed set of indicators, and close the data gaps by investing in data system improvements. • Developing a proposal for the design of an indicator dashboard to help the national partner track, analyse and visualise the data collected. • Supporting the preparation of workshops on child and stakeholder participation and the development of a participation policy and guide for the national partner in the area of participatory M&E • Supporting the project team with other relevant tasks related to the project as agreed with the supervisor. 		
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<ul style="list-style-type: none"> Support the project team in project monitoring, reporting and information management, including developing monitoring and reporting methods, tools and mechanisms. The consultant will also provide support to data visualisation and presentation, and input data and analysis into project reports and presentations, as needed, including the final synthesis report. The consultant will further participate in key project-related meetings and events including regular internal meetings of the project team (in person and/or online) and help to prepare meeting agendas and document key action points during meetings, if required 	<p>Monthly report</p> <ul style="list-style-type: none"> Functioning project monitoring and information management system Written inputs to project reports, presentations and other project documentation 	<p>February 2023-July 2024</p>
<p>Related to Phase III of the preparatory action of the ECG:</p> <ul style="list-style-type: none"> Conducting a rapid review of the national monitoring frameworks for Child Guarantee NAPs submitted to the European Commission and developing recommendations for strengthening the frameworks. Reviewing the operational research outputs of Phase III and providing technical feedback to the UNICEF ECG team. Collecting, aggregating and finalizing the data on selected Phase III indicators from the four countries that are implementing models of services and interventions for the final reporting period, and analysing the data 	<p>Monthly Report</p> <ul style="list-style-type: none"> Rapid review report Written feedback on the operational research and other M&E-related outputs of Phase III (e.g., documentation of models of services and interventions incl. lessons learned) Data collected, analysed and visualized for inclusion into the final Phase III report Written M&E inputs to the final Phase III report 	<p>February 2023-April 2023</p>

<p>together with the data available from year one and two of Phase III.</p> <ul style="list-style-type: none"> • Drafting the M&E-related inputs to the final reports of Phase III. • As needed, provide any other relevant support to the child protection team in the finalization of Phase III. 		
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