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| **Purpose of Activity/Assignment:** **Background & Rationale** Despite its importance, high-quality and reliable information for reporting and decision-making on issues involving children living in alternative care[[1]](#footnote-2) is still lacking in many countries. In light of this, there is a need to develop tools and provide guidance to help countries strengthen their routine data collection systems to monitor the safety and well-being of children in such arrangements and for administrative record-keeping. In recent years, there has been an increasing interest in exploring ways to better utilize existing administrative data for monitoring and reporting. Strengthening the quality and coverage of such records, and the underlying data systems that produce such data, is therefore an important and useful investment. To begin addressing this, a first step for any country entails gaining an improved understanding of the existing administrative data system and its functioning, as well as assessing opportunities and investments needed to strengthen available information systems. Armed with this knowledge and insight, countries need to develop data action plans to outline the concrete strategies and steps to effectively strengthen and improve the data system.  The Data and Analytics Section of UNICEF headquarters has developed a diagnostic toolkit that countries can use to assess the capacity of their statistical systems to collect, collate, analyze and disseminate administrative data on children living in alternative care. The toolkit consists of a set of documents, which together inform the country-level self-assessment exercise and next steps, including the development of data action plans. These documents include:* Introduction – the rationale and methodology of the toolkit together with instructions on how to do the self-assessment and a glossary providing definitions of the terms used in the other documents
* Sectoral questionnaire – a questionnaire to be completed by representatives of each of the sectors involved in data collection, collation, analysis and dissemination on alternative care
* National questionnaire – a questionnaire to be completed by national level stakeholders involved in data collection, collation, analysis and dissemination on alternative care, taking into account the information provided in the sectoral questionnaires
* Core set of indicators and metadata – a document giving an overview of the minimum recommended core set of indicators and disaggregation variables on which data should be collected in a mature data system on alternative care, along with corresponding indicator metadata
* Workshop implementation guidance – a document providing information about how to effectively organize and facilitate a self-assessment workshop in which the questionnaires are answered by relevant key stakeholders. This includes a PowerPoint template for use during the workshop as well as two meeting report templates.
* Maturity model – describes how components of an alternative care data system function in systems that have varying levels of maturity which can help countries identify the maturity level of their existing system, informed by the results of the self-assessment, and give insight into what to work towards in order to attain a mature data system.
* Data action plan template – outlines the key elements and components to include in a roadmap with concrete actions and strategies to be implemented to effectively strengthen and improve the data system on alternative care, leveraging the results of the self-assessment. The data action plan should be costed/budgeted and include measurable annual targets.

**Purpose of the Assignment:** The consultant will prepare, organize, facilitate and report on the implementation of the toolkit in the country and support with developing and drafting a national data action plan, using the documents and materials outlined above developed by UNICEF. |
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1. ‘Alternative care’ in this context refers to residential care, family-based care (foster care and kinship care) and adoption/Kafalah. [↑](#footnote-ref-2)