

**Terms of Reference on consultancy
on conducting of focused Situation Analysis of Vulnerable,
Excluded and Discriminated Children in Moldova**

Programme: Social Policy and Data on Children

Type of the contractual arrangements: Individual SSA / international expert

Duration: two months (May –June 2011)

Purpose of the contract: to provide support to UNICEF Country Office in developing a focused Situation Analysis by identifying the critical issues, progress and remaining challenges for the improvement of the well-being of the most vulnerable children in the Republic of Moldova with special attention to equity.

Objectives of the assignment:

- To show the dimension of the issues related to children in the current economic and social situation in the country;
- To point the way to possible solutions and priority actions (some of which may be supported by the UNICEF, UN and other partners);
- To promote extensive value-added in the analytical use of available data;
- To stimulate policy dialogue and child-focused policy advocacy.

Background and rationale: a contribution to national and international knowledge about the situation of children and women is a core commitment of UNICEF. The latest UNICEF Moldova supported report on the situation of children and family has been developed in 2000-2001 and served as a ground for development of the previous UNICEF-Government of Moldova Country Programme 2002-2006.

In 2005 Common Country Assessment (CCA) was conducted jointly by UN Agencies , in collaboration with the Government and civil society representatives. It offered a comprehensive assessment of the human development situation in Moldova but it was rather general.

During the 2009 MTR of the UNICEF-Government cooperation programme the following areas have been reviewed : Education, Adolescents Health and Development and Community Based Social Services. During current programme cycle UNICEF Moldova supported the development of a number of studies, surveys and evaluations and has a rich pool of data on the situation of women and children. There have been a number of studies and analytical reports prepared by different UN and other development partners, or by civil society organizations analyzing the current trends of economical and social development in the country. However, there is no comprehensive Situation Assessment and Analysis of Children's Rights in Moldova (SitAn) for the last decade. Therefore, to identify the areas where Moldova, UNICEF and partners need to focus for the next 6-7 years and to improve knowledge management function , UNICEF Moldova office will pursue a research agenda to provide evidence and close gaps in the knowledge by assessing and analyzing the country situation, with respect to children's and women's rights.

The SitAn will serve also as a tool for advocacy, source of information and milestones data for monitoring and evaluation of UNICEF support and interventions in Moldova that is lined up to planning of the new Country Programme of cooperation, UNDAF and the next National Development Strategy.

Objectives: the main objectives of the consultancy is to provide an overview of: (i) the issues affecting children in Moldova, including their causes, focusing on the most vulnerable ones; (ii) the trends; (iii) existence or absence of national policies, action plans or programmes; (iv) capacity gap analysis and (v) to flag disparities (geographic, ethnic grouping, gender, etc.).

Methodology: The SitAn should be based on an overview of most essential prominent sources and literature (reports, studies, evaluations etc. as well as recent official and administrative statistics produced by the National Bureau of Statistics and relevant line ministries). The facts and trends provided in these sources, should be analyzed, systemized, summarized and reviewed by independent expertise.

The work will have the following phases:

- Initial phase: desk review of all available materials
- Second phase: consultations with relevant stakeholders

Note: During the SitAn exercise consultations with children will be organized separately and is not covered under this assignment. Consultation with children will facilitate a better understanding of the problems children daily face and can help getting their perspectives on underlying causes and the impact of some of these problems on their lives and development. Data collected in consultations with children will be submitted to the consultant and to be reflected in draft report

- Third phase: drafting of the report, including recommendations based on data collected in consultations with children
- Final phase: finalization of the report based on feedback received

Note: Paper-based version of the report will be further transformed into web-based rolling SitAn, that's why use of diagrams and charts are essential

Major tasks to be accomplished:

- Conduct desk review of existing evidence, data, research, national state programme documents and policies affecting children rights as well as the latest available official and administrative statistics;
- Develop and validate the content, focus and methodology for SitAn
- Conduct necessary consultations with the relevant Government partners, NGOs, UNICEF and UNCT, other development agencies if needed;
- Prepare a draft report according to the content and based on the desk review and discussions with relevant partners;
- Present preliminary results to UNICEF and partners;
- Finalize the report based on UNICEF and partners feedback;
- Prepare a two-page document with key findings and a PowerPoint presentation

Two general questions need to be answered during SitAn exercise: (i) WHAT ARE THE KEY ISSUES AFFECTING CHILDREN (MAKING THEM VULNERABLE) – SITUATION AND TRENDS? (ii) WHAT SYSTEMS AND PRACTICES RESPOND TO THE NEEDS OF VULNERABLE CHILDREN?

Along with general overview of the situation in the country with regards to key problems facing children the following chapters need to be reflected in the final document:

- **Child Protection**
- **Health and Nutrition**
- **Early Childhood Development and Education**
- **Social Policy and Advocacy**
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The overall analysis and main findings should be linked (wherever it is possible) to the **focus areas for the next national development strategy**: addressing poverty and quality of education. Due to the fact that Education area is one of the top priorities on the Government agenda and a lot of information and reports are available for the analysis of Education sector, this sub-chapter need to be more developed than others (general structure/outline of the report is given in Annex 1).

Important issue is data disaggregation - age specific data, gender, poverty/wealth quintals, urban/rural disparities etc. and analysis of available information on Transnistria region wherever is possible

Particular attention should be paid to thematic areas/categories such as: adolescents health and development, Roma children, children with disability, children left behind /migration, children in contact with law/justice for children, HIV/AIDS affected children, poor children etc. As a part of this assignment will be identification on what will be general/common elements of each chapter e.g. adolescents (as age/gender disaggregated data), Roma, children with disabilities etc.

Qualifications or specialized knowledge/experience required:

- Master’s degree in social science, economics, public administration or the equivalent
- Knowledge of Human Rights Based Approach and Results Based Management approach
- Familiarity with child rights and development
- Strong analytical (qualitative and quantitative data analysis) skills
- Strong writing skills (in English) and experience writing reports with reference to development work
- Previous experience with development of similar analytical work with UNICEF and/or in CEE/CIS would be an asset
- Knowledge of Romanian would be an asset

Tentative timeframe, tasks distribution, final products and payments

Time	Tasks	International Consultant
Mid May	Desk review of available information, guidelines etc. Deliverables: Inception report with proposed outlines developed (in English)	9 working days 30 % of the contract / fee amount
End May	Additional data collection, report drafting, preliminary findings and recommendations	5 working days (in-country mission)
Beg of June	First Draft Report incorporating data collected in consultations with children	6 working days
Mid June	Comments from Country Office	-
End June	Deliverables: Final Report incorporating comments, two-page document with key findings and a PowerPoint presentation developed (in English)	5 working days 70% of the contract / fee amount
Total		25 working days

Other Provisions: poor quality materials that do not correspond to the above-mentioned objectives and requirements or to the activities of the work plan shall be returned for review; all the materials produced under this agreement shall be UNICEF property and shall not be used by the author in any form without the written consent of the owner.

Approval procedures and logistics:

UNICEF Moldova CO will provide expert with all existing reports, studies, statistical publications etc. as well as references to helpful web-sites as well as support the analysis with required expertise. Meetings will be facilitated by UNICEF if needed.

For international consultant UNICEF premises will be available during the time spend in Moldova if needed. Printer, photocopying services, and other similar services will be provided by UNICEF. It is expected that consultant will bring own laptop.

Performance indicators: contractor’s performance will be evaluated against the following criteria: timeliness, accuracy, responsibility, initiative, communication and quality of the products delivered.

Selection and evaluation criteria: in making a decision UNICEF will be guided by the following criteria:

- Relevant expertise and qualifications of applicants;
- Price-quality ratio, with the lowest rate not being solely sufficient parameter for winning;
- Applicant being flexible and prompt to coordinate all work stages with UNICEF.

Supervision arrangements: the consultant will work under the supervision of UNICEF Moldova CO (M&E Officer) in close cooperation with all Programmes.

Unsatisfactory performance: in case of unsatisfactory performance the contract will be terminated by notification letter sent 5 days prior to the termination date. In the mean time, UNICEF will initiate another selection in order to identify appropriate candidate.

Structure of the Analysis

General overview of the situation in the country

- Child Protection
 - Violence and Exploitation (including child labour)
 - Separation
 - Children in contact with law
- Health and Nutrition
 - Mother and Child Health
 - Nutrition
- ECD and Education
 - ECD
 - Basic Education

Under each of the above mentioned chapters the main 2 questions need to be addressed:

1. What is the current situation, data and trends (how and who is experienced respective issue, any evidence related to categories and disparities: Roma, disabled children, Urban/Rural disparities etc.?)
2. What is the system response and in particularly addressing vulnerable categories of children?

- SP and Advocacy

Does the existing legal and normative framework adequately address children rights?
 How do the central and local authorities contribute to support child well-being? What are the gaps?
 Statistics on children – data availability and gaps?
 Media and children (child participation)

Conclusions