

WORKSHOP FACILITATORS GUIDE



CHILD RIGHTS TOOLKIT



EU-UNICEF **Child Rights Toolkit:** Integrating Child Rights in Development Cooperation



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Introduction

As part of the roll-out of the Child Rights Toolkit, and in line with meeting the broader objectives of strengthening the capacity of development cooperation to better mainstream child rights in different aspects of their work, UNICEF and the EU have developed these curriculum guidelines for regional-level training workshops. The regional workshops are designed to be conducted over three days.

The workshops are *not* intended to provide a comprehensive picture of all key issues related to child rights; they are instead designed to strengthen the capacity of development partners, European Commission staff, EU bilateral donors, and other stakeholders to integrate a child rights approach throughout development programming, budgeting, policymaking, and law making.

Purpose & objectives

The overall purpose of the workshop is to increase participants' understanding of critical child rights issues and to build specific skills regarding how child rights can be concretely mainstreamed in various areas of development cooperation. Specifically, the workshop is designed to strengthen partnerships between UNICEF and the EU at the country level to advance national priorities on child rights, as well as to offer concrete practical tools and guidance to better integrate child rights commitments into different phases and sectors of development cooperation

Like the Toolkit itself, the workshop is designed to focus on identifying specific entry points for mainstreaming child rights in critical areas. At the end of the workshop, participants will be able to:

1. Explain the importance of a child-rights based approach to development cooperation, both as an *obligation* of governments and an *opportunity* to achieve development goals.
2. Implement a child-rights based Country Context Analysis to analyse and assess structural, social, and underlying causes and patterns of discrimination and inequities and use this analysis to:
 - Inform their work and the work of their partners.
 - Identify actions that addresses those factors and determinants
 - Identify those responsible for and able to implement the actions identified
3. Be able to describe at least three changes they can implement to better incorporate a child-rights perspective to development cooperation in the interest of advancing child rights in their country.
4. Define areas of collaboration for UNICEF and the EU at the country level to advance and support national priorities on child rights.
5. Identify the key tools provided in the Toolkit can be immediately implemented in their work

Audience

The primary audience for the workshop are staff working in development cooperation both in headquarters and in delegations.

The intended audience includes policymakers and practitioners who do not need to become child rights experts, but need practical guidance on:

- How to implement international commitments to putting child rights into effect in development cooperation
- How to help partner governments and civil society organisations live up to their commitments under international treaties and standards to protect, respect, and fulfill children's rights

Workshops may also include national partners (government and non-governmental partners) and other donors, as well as experts engaged in providing technical assistance in the design and implementation of development programmes.

Training Materials

The workshop is designed to correspond to the modules and tools in the Child Rights Toolkit. Each session of the workshop corresponds to a Toolkit module. Each participant should receive a copy of the Toolkit at the beginning of the workshop.

The training package consists of the following elements

- Child Rights Toolkit
- Facilitation guide
- Training plan and notes for each session
- PowerPoint slides for each session

Module training plans and slides

Each module contains a separate training plan consisting of the following elements designed to complete the training in a half-day workshop:

- Objectives
- A training methodology
- Training tips
- Advance preparation steps
- A detailed outline of session activities and materials
- Participant handouts
- Facilitator notes, including timing, purpose step-by-step instructions for performing each training activity included in the module, as well as answer keys and examples for each activity

The training plans are designed to be used in connection with each module's slides. Each plan directly references the slides corresponding to the different objectives and training activities in the detailed training plan.

The individual modules and their objectives are presented below. Please see the detailed Training Plan and slides for each module for more information.

Module 1: Overview of Child Rights in Development Cooperation

1. Define what is meant by *child rights*
2. List 3 reasons why taking a child rights approach to development cooperation is both an obligation and opportunity.
3. Identify the purpose, challenges, and components of a child rights-based Country Context Analysis.
4. Given a case situation, perform key steps of a child rights-based Country Context Analysis

Module 2: Child Rights in Programming and Sector Policies

1. Given a scenario be able to identify entry points and propose concrete ways by which you can introduce child rights considerations into:
 - Policy dialogue
 - Choice of aid modality
 - Cycle of operations (identification, implementation, M&E)
2. Given a particular sector, be able to identify at least three ways to minimize harm and three ways to optimize opportunities for children.

Module 3: Child Participation

1. Be able to define what is meant by child participation:
 - The cluster of CRC rights related to participation
 - Right in its own and a path to other rights
 - Define what is meant by authentic/meaningful participation
2. List recommended interventions to realize participation rights
3. Identify the steps necessary to develop an environment conducive to realizing the right to participation within national development processes
4. Provide at least one example of integrating meaningful child participation within the programming cycle.

Module 4: Child Rights in Governance

1. Be able to describe what's meant by governance and why it is important for children's rights
2. Identify the purpose, contents, and potential use of the child rights-sensitive governance assessment tool
3. Given a category of governance reforms (institution building, anti-corruption efforts, child-friendly services, rule of law/legislative reform, capacity-building, accountability mechanisms), identify at least three concrete actions/approaches to improve their effectiveness in realizing child-rights

Module 5: Child Impact Assessments

1. Explain the purpose, obligations, and value added of conducting an ex-ante Child IA
2. Outline the steps for undertaking a Child IA
3. Identify resources for commissioning a Child IA

Module 6: Child-Responsive Budgeting

1. Explain/list the key elements of child-responsive budgeting
2. List 5 categories of recommended interventions in support of child-responsive
3. Given a scenario, be able to ID what actions need to be set in place to ensure child rights considerations are properly reflected in national budgets
4. Access tools to support child-responsive budgeting work

Module 7: Child Rights in Crisis and Risk-Prone Situations

1. Be able to define resilience and its significance to realizing child rights in development and humanitarian settings
2. List recommended programming interventions that place children at the centre of efforts to build resilience
3. Given a scenario, ID the key actions to set up these recommended interventions
4. Access/know the purpose of the tools in this module

Module 8: Working with Civil Society on Child Rights

1. Explain the role of child-focused CSOs in promoting, protecting and fulfilling child rights and some of the challenges
2. Be able to ID some of the activities involved in conducting a mapping and capacity/value assessment with the goal of ID capacity needs of child-focused CSOs
3. ID actions to support the creating of an enabling environment for CSOs to operate in to promote child rights
4. Access/know the purpose of the tools in this module

Child Rights Toolkit

The Toolkit that serves as the basis for this workshop consists of eight modules on key areas, each of which contains associated tools for application:

Module	Key Contents	Tools
Module 1: Overview of Child Rights in Development Cooperation	<ul style="list-style-type: none"> • Key terms and concepts • Overview of key issues • Framework for analysing and operationalizing the international legal and political commitments 	<ul style="list-style-type: none"> • Child Rights Country Context Analysis • Key sources of child-focused indicators and data
Module 2: Child Rights in Development Cooperation and Sector Policies	<ul style="list-style-type: none"> • Mainstreaming child rights in programming • Applying aid effectiveness principles within policymaking, programming and budgeting cycles • Applicability of approaches to all aid modalities. 	<ul style="list-style-type: none"> • Checklist for assessing whether a programme promotes child rights • ToRs for addressing child rights issues in feasibility studies • Checklists on policies that impact children in 10 selected sectors
Module 3: Child Participation	<ul style="list-style-type: none"> • Operationalizing child participation rights • Methods of supporting governments in realising and effectively integrating these rights 	<ul style="list-style-type: none"> • Matrices for assessing the environment, scope, and quality of child participation • Matrix for monitoring the outcomes associated with children's participation
Module 4: Child Rights in Governance	<ul style="list-style-type: none"> • Placing child rights at the heart of governance reforms • Support actions to improve governance for children 	<ul style="list-style-type: none"> • Tools to assess the child-friendliness of existing governance systems
Module 5: Child Rights Impact Assessment	<ul style="list-style-type: none"> • Accountability for carrying out a CRIA • Step by step guidance for conducting CRIA 	<ul style="list-style-type: none"> • Policy reform and its potential impacts • Drafting a ToR for a CRIA expert/ team • Consultation with children during CRIA • Options assessments for identifying child rights affected, age-related vulnerabilities, and gender and other social determinants of vulnerability • Examples of ex-ante assessments • Short-, medium- and longer-term effects of declining household incomes • Impact matrix
Module 6: Child-Responsive Budgeting	<ul style="list-style-type: none"> • Definition and key considerations • Entry points for engaging with partner governments on child-responsive budgeting 	<ul style="list-style-type: none"> • Testing the level of inclusion of children's concerns in budgets • Key areas and questions • Identifying stakeholders and opportunities at each stage of the cycle of operations
Module 7: Child Rights in crisis and Risk-prone Situations	<ul style="list-style-type: none"> • Key considerations for disaster preparedness • Linking long-term child development efforts to on-going humanitarian relief and recovery 	<ul style="list-style-type: none"> • Guidance on integrating child rights into DRR programming • Guidance for contextual analysis • Key interagency assessment tools and frameworks
Module 8: Working with Civil Society on Child Rights	<ul style="list-style-type: none"> • Entry points and recommendations for meaningful engagement with civil society organizations on child rights 	<ul style="list-style-type: none"> • Quick assessment of the enabling environment • Mapping of child rights-focused CSOs • Assessing the capacity of CSOs

Each module consists of four sections:

- **Introduction:** An overview of the module's topic, purpose, and objectives
- **Key issues:** Definition of terms, an overview of critical issues and principles related to the module content, and a specification of EU commitments to child rights within the topic area
- **Mainstreaming:** Specific guidance on integrating a focus on child rights in the module's topic area within programme and project cycle management

- **Implementation:** Recommended interventions and/or entry points for operationalising the module's recommendations.

In addition to these sections, each module also contains references, resources, and appendices for further information.

Planning a Workshop

Stand-alone modules

Each module of the Toolkit is designed to be conducted over a half days, with each session taking approximately 3 hours. Workshop planners may choose to present a single module or to combine modules into one or more days of training.

Combining modules

If individual modules combined, the individual sessions do not necessarily need to be presented in the same order as that provided in toolkit. However, if they are to be included, the first two modules of the toolkit – are designed to be presented first, as they define key concepts and set out tasks and parameters for applying the tools and interventions in subsequent modules

Toolkit Module 1: Overview of Child Rights in Development Cooperation	Provides a framework for analysing and putting into effect the international legal and political commitments to child rights within a country context.
Toolkit Module 2: Child Rights in Development Cooperation and Sector Policies	Translates child rights commitments into programming realities by providing step-by-step guidance on mainstreaming child rights in programming at the country level, applying aid effectiveness principles in synchronization with the partner country's cycles of policy-making, programme design and budgeting, and applying principles and tools applicable to all aid modalities

Sample workshop agenda

The following sample agenda provides an example of how all Toolkit modules could be combined into a single three-day training.

Time	Day 1	Day 2	Day 3
9.00	Registration & breakfast	Breakfast	Breakfast
9.30	Welcome	Review and recap	Review and recap
9.45	Session I: Overview <ul style="list-style-type: none"> Presentation - Overview of key issues Presentation - Child rights in Programming/Sector policies and programming process Child Rights Country Context Analysis 	Session III: Governance <ul style="list-style-type: none"> Presentation - Overview of key issues Large-group discussion/Q&A Small-group activity/case examples 	Session VI: Emergencies <ul style="list-style-type: none"> Presentation - Overview of key issues Large-group discussion/Q&A
10.45	Short break		
11.00	Session I (continued) <ul style="list-style-type: none"> Content and activities on Modules 1 & 2 continue 	Session III (continued) Small-group activity/case examples	Session VI (continued) Small-group activity/case examples
12.30	Lunch		
13.30	Session II: Participation <ul style="list-style-type: none"> Presentation - Overview of key issues Large-group discussion/Q&A Small-group activity/case examples 	Session IV: Impact assessment <ul style="list-style-type: none"> Presentation - Overview of key issues Large-group discussion/Q&A Small-group activity/case examples Session V: Social Budgeting <ul style="list-style-type: none"> Presentation - Overview of key issues 	Session VI I: CSOs <ul style="list-style-type: none"> Presentation - Overview of key issues Large-group discussion/Q&A Case examples

15.30	Short break		
16.00 – 16.30	Session II (continued) • Small-group activity/ case examples	Session V (continued) • Discussion/Activities	Wrap-up, review, and closing remarks
16.45 – 17.00	Summary/Wrap up of day I	Summary/Wrap up of day II	
16.45 – 17.00	End of day evaluation	End of day evaluation	End of workshop evaluation