

## TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

### Comprehensive Sexuality Education (CSE) Technical Assistance

Hiring Office:	UNFPA Nepal Country office, Kathmandu
Purpose of consultancy:	The purpose of the consultancy is to support the UNFPA Nepal country office in streamlining the Australian Government Department of Foreign Affairs and Trade (DFAT) funded comprehensive sexuality education (CSE) phase III programme by addressing and implementing the management responses and associated actions based on the recommendations of the mid-term assessment of the program in 2021.
Scope of work:  (Description of services, activities, or outputs)	<p><b><u>Brief Introduction:</u></b></p> <p>UNFPA works with the Government of Nepal and others partners to develop and implement a CSE programme that meets the international technical standards. UNFPA advocates for policies on, and investments in, CSE, for both in and out of schools adolescents; strengthening teacher's knowledge and capacities on delivery of quality CSE; and improving young people's access to CSE. The DFAT funded CSE project is being implemented in five districts in coordination with the Ministry of Education, Science and Technology (MoEST) and its respective division/unit through various implementing partners.</p> <p>The DFAT funded CSE project is currently in the 5<sup>th</sup> year of implementation; phase I project commenced in March 2016 and ended in April 2018; phase II started in May 2018 and ending in July 2021 and is overlapping with 3<sup>rd</sup> phase of the project which started in August 2020. Thus, a mid term assessment (MTA) of the phase I and II project was recently completed that reported on the project's achievements, gaps, challenges and lessons learned to inform the strategic direction of phase III programme to strengthen the CSE program. The recommendations of the MTA also highlights strategic engagement for UNFPA as an immediate action forward as well as long-term objective to achieve a gender transformative approach to CSE interventions.</p> <p>Thus, to enable UNFPA Nepal CO to implement the management responses and associated action plan based on the recommendations of the MTA, this consultancy support will assist UNFPA to: 1) unpack the recommendations and implement the management responses and associated action plan to review and re-design the approaches for immediate critical interventions in the third phase of the CSE project, and, 2) develop a resource mobilization plan and a costed proposal on CSE.</p> <p>The international consultant will work closely with the CSE project coordinator in coordination with Programme Officer, Harmful Practices under the overall guidance and supervision of the Deputy Representative and support from the programme team in the UNFPA Kathmandu office and provincial offices.</p> <p><b><u>Scope of work:</u></b></p> <p>The consultant will accomplish the following tasks through working remotely and in-country mission -</p> <p><b>Task 1: Based on the MTA recommendations, revisit the CSE intervention/ work-plan and design and conceptualize high impact practices and approaches for the remaining period of the phase III program</b></p> <p>Key tasks:</p> <ul style="list-style-type: none"> <li>- Facilitate and lead the review and revision of the Theory of Change (ToC), Log Frame and multi-year CSE work-plan including the targets through consultations with UNFPA, IPs, stakeholders and DFAT as required.</li> <li>- Support in developing a clear work plan roadmap for project implementation.</li> <li>- Assist in developing modalities to design the mentoring and coaching approaches to scale-up in the project working districts for phase III.</li> <li>- Assist in developing concept and designing the approaches for creating advocacy coalition for CSE Assist in developing concept for the broader evidence generation and design of the operational research for mentoring coaching approach to enable documenting lessons learned and generate evidence for institutionalization of CSE mentoring and coaching.</li> </ul> <p><b>Task 2: Assist the Country office in developing a resource mobilization plan and a concept and a costed proposal based on the ecological model as per the MTA recommendations requiring additional and long term funding.</b></p>

	<p>Key deliverables:</p> <ul style="list-style-type: none"><li>- Conduct stakeholders analysis and donor mapping</li><li>- Facilitate and lead internal and external consultation meetings with UNFPA and relevant stakeholders including potential donors.</li><li>- Undertake field visit missions as required and feasible.</li><li>- Draft a resource mobilization plan for UNFPA Nepal CSE program,</li><li>- Develop a costed proposal to incorporate the recommendation aiming for the longer-term objective in achieving CSE integration and gender transformation and social norms change.</li></ul> <p>As stated above, the following tasks will require in-country mission –</p> <ul style="list-style-type: none"><li>- For assisting the implementing partner in implementing mentoring and coaching approaches to scale-up in the project working districts. The consultant will undertake a field visit to at least one project districts to support the mentoring and coaching.</li><li>- For consultation meetings with stakeholders including donors and government agencies required for drafting resource mobilization plan for UNFPA CSE programme (if the situation permits for the in-person meeting).</li></ul>																																																																																
Duration and working schedule:	<p>The consultancy period will be spread over the period of six months (Sept- Jan 2021). In-country mission: 10 to 12 days (tentatively in November 2021) Total remote consultancy days + in-country mission: 42 days</p> <table><tr><th>Key Deliverables</th><th>LoE</th><th colspan="6">Timeline 2021</th></tr><tr><td></td><td></td><th>Sept.</th><th>Oct.</th><th>Nov.</th><th>Dec.</th><th>Jan.</th><th>Feb.</th></tr><tr><td>Revised ToC, log frame and multi-year workplan with targets</td><td>5 days</td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Revised Workplan/roadmap for Phase III project implementation</td><td>2 days</td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Concept note on formation and implementation of advocacy coalition</td><td>5 days</td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Outline of modalities and approaches designed for up-scaling mentoring and coaching support and evidence generation plan</td><td>7 days</td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Outline of the Operational research designed for mentoring and coaching</td><td>5 days</td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Draft resource mobilization plan for CSE program in Nepal</td><td>8 days</td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Final costed proposal for resource mobilization</td><td>10 days</td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Total</td><td>42 days</td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>	Key Deliverables	LoE	Timeline 2021								Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Revised ToC, log frame and multi-year workplan with targets	5 days							Revised Workplan/roadmap for Phase III project implementation	2 days							Concept note on formation and implementation of advocacy coalition	5 days							Outline of modalities and approaches designed for up-scaling mentoring and coaching support and evidence generation plan	7 days							Outline of the Operational research designed for mentoring and coaching	5 days							Draft resource mobilization plan for CSE program in Nepal	8 days							Final costed proposal for resource mobilization	10 days							Total	42 days						
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Place where services are to be delivered:	Services will be delivered remotely with one in-country mission for the duration of the contract.																																																																																
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Monitoring and progress control, including	<p>The consultant will communicate and meet with the CSE Project Coordinator on a regular basis to update on the progress and seek information and guidance from UNFPA CO.</p> <p>Payment will be made on 3 tranches/instalments based on the deliverables as mentioned above.</p>																																																																																

reporting requirements, periodicity format and deadline:			
Supervisory arrangements:	The consultant will work closely with the CSE project coordinator in coordination with Programme Officer, Harmful Practices under the overall guidance and supervision of the Deputy Representative and support from the programme team in the UNFPA Kathmandu office and provincial offices.		
Expected travel:	The consultant will visit Kathmandu and project districts as per requirement as specified under Task 2 above upon approval by UNFPA CO. Travel cost will be provided in accordance with UNFPA standard policy.		
Required expertise, qualifications and competencies, including language requirements:	<p>The required skills and experience of the international consultant:</p> <ul style="list-style-type: none"> <li>- Advance degree in sociology, public health, gender or any other field of international development.</li> <li>- Atleast 15 years of professional experience in programme development especially in the areas of comprehensive sexuality education, SRHR, Gender and Human Rights</li> <li>- A sound track record with expertise in the area of CSE, gender equality, adolescent's health, and programme development of similar projects in the past</li> <li>- Ability to produce well written reports demonstrating analytical ability and communication skills.</li> <li>- Familiarity with research and evaluation of programmes/projects, preferably on Adolescents, Youth and Comprehensive Sexuality Education.</li> <li>- Familiarity with Nepal policy and development context is preferable.</li> <li>- Expertise in gender, social inclusion and rights issues.</li> </ul>		
Working conditions:	Admin. requirements		
	Location:	Office space required:	Others:
	NA	Not required	
	IT requirements		
	Desktop required:	Email access:	Others:
		NA	
Inputs /services to be provided by UNFPA:	UNFPA will provide inputs/comments as and when necessary and thoroughly review the work, until the final output is ready		
Other relevant information or special conditions, if any:			
<p>Signature of Requesting Officer in Hiring Office:</p>  <p>Date: 13 August 2021</p>			
<p>Signature of UNFPA Representative: </p> <p>Date: 16 August 2021</p>			