

TERMS OF REFERENCE

UNICEF Belize - Consultancy: Strengthening the Social Protection System in Belize

UNICEF works in some of the world's toughest places, to reach the world's most disadvantaged children. To save their lives. To defend their rights. To help them fulfill their potential.

Across 190 countries and territories, we work for every child, everywhere, every day, to build a better world for everyone.

And we never give up.

For every child, *Hope!*

Purpose of Assignment:

This consultancy will focus primarily on supporting the development of the National Social Protection Strategy/Policy, by providing technical expertise for the building of a vision and path towards a comprehensive and sustainable Social Protection Floor, as well as supporting the development of a national multidimensional poverty measurement, both with a special attention on children and adolescents needs.

Background and Justification of Assignment:

Belize's medium term strategy, the Growth and Sustainable Development Strategy (GSDS) was launched in 2016, and highlights the importance of a more holistic social protection system in light of the high rates of poverty that affects the wellbeing of a substantial portion of the population, and that affects children and adolescents in greater proportion (50% of under 15 years of age, above the overall average of 42% and above any other age group). A more comprehensive social protection system implies that all the programs, projects, activities and interventions required to address the array of issues that cause social and economic vulnerabilities, are implemented in a coordinated and complementary manner, underpinned by the principles of equity, gender and age sensitivity and with a comprehensive human rights approach. To ensure such a modern and complex social protection system is efficient, effective and integrated, requires an equally effective monitoring and evaluation mechanism, as well as coordination and management, and these two elements are explicitly mentioned in the GSDS. The social protection system in Belize has seen some important developments in recent years, starting with a number of social policy reforms through a Social Policy Based Loan facility from the Inter-American Development Bank (IDB, 2010) which were informed by a World Bank (WB) rapid assessment of the social protection system (2010). That assessment included many recommendations, including the development of a "roster of beneficiaries of social protection programs" and of a monitoring and evaluation system for each major program and the "Social Protection System" as a whole.

In late 2012, the Ministry of Human Development, Social Transformation and Poverty Alleviation (MHDSTPA) facilitated two complementary events with sponsorship from the WB:

a) "Enhancing Technical Capacities in Application of Social Protection System Tools"

A two-day workshop for technical officers aimed at developing a shared understanding of social protection systems: policies, program and tools, for unlocking the potential of and enhancing human capital of the poor and vulnerable, and enhancing the technical capacities of a cadre of highly trained technicians in the policy and planning units and other strategic partners from the social sector;

b) "From Program to Systems: Enhancing Human Capital of the Poor and Vulnerable"

A two day event which was aimed at high level decision makers within the social protection arena, and was designed to engender a common understanding of the rationale and objectives of social

protection and social protection systems, and also to evaluate the current social protection landscape and at the same time identifies opportunities and concrete actions for advancing inter-ministerial coordination with a focus on early childhood development.

In 2016 the MHDSTPA in collaboration with UNICEF and UNDP conducted a "[Comprehensive Review of Belize's Social Protection System with Policy Recommendations for System Strengthening](#)" (Otter, Butterworth and Villalobos, 2016). This report defined social protection within Belize, provided a number of recommendations including **implementing a social protection floor**, and proposed an M&E environment for both social protection programs and the macro system itself, along with a **multidimensional poverty index (MPI)**, with an emphasis on multidimensional child poverty.

All these recommendations were adopted by the technical steering committee and the social sector CEO caucus (Ministries of Health, Education, Human Development and the Office of the Prime Minister).

With the support of UNICEF, MHDSTPA now wants to build on this work, by solidifying and strengthening the existing system tools, and by developing a vision and path towards a comprehensive and sustainable social protection floor. Additionally, MHDSTPA wishes to support the adoption of a MPI to both measure poverty and target vulnerable households for social protection programs.

Goal / Objective

1. Strengthen the Case Management of BOOST beneficiaries

The Ministry wants to use the experiences of BOOST to focus on three key groups of beneficiaries:

- a. 3-4 year olds: registering all children in this age bracket into preschool where possible
- b. Standard VI students: supporting 100% of these students in their transition from primary school to Form I of secondary school
- c. 60+ year old beneficiaries: ensure they are all receiving payments in a credit union account in their name, and have a balance sufficient enough for them to qualify for the credit union burial assistance programs
- d. Female Caregivers: ensure where possible all payments are made to the primary female caregiver in the family.

2. Coordinate the social protection conference and lead the development of a national multidimensional poverty index, with an emphasis on multidimensional child poverty

Specifically there are two activities that would strengthen the social protection environment and the targeting methodology of social protection programs:

2.1. Lead the development of a national multidimensional poverty index (MPI), with an emphasis on multidimensional child poverty, coordinating technical support from the Oxford Poverty and Human Development Initiative (OPHI), the Social Cohesion and Resilience technical committee, and UNICEF. On the basis of the national consultation of stakeholders held in November 2017 by MHDSTPA, UNICEF and OAS, and on a first proposal included in the Comprehensive Review of Belize's Social Protection System.

2.2. Coordination of a four-day Social Protection Conference. This would be an event in two parts, starting with a two-day policy workshop looking at the topic of social protection floors, the use of social protection registries to improve service delivery and coordinate programs within the sector, as well as shock-responsive social protection and humanitarian cash transfers. The next two days would be a series of technical training workshops, covering the following topics: Poverty Mapping, Core

Diagnostic Instrument (CODI), Multidimensional Poverty Statistics. The event will have two concrete outputs: a work plan to implement a social protection floor and the adoption of the official Social Protection Registry.

3. Costing of / investment cases for key child focused social interventions

Lead the development and coordinate the following costing exercises of key child focused social interventions:

3.1. Expanding RCG country wide, in coordination with MHDSTPA

3.2. Expanding BOOST / BOOST+, in coordination with MHDSTPA

4. Strengthen the capacity of Social Workers within MHDSTPA to improve the quality of service delivered to clients

Develop and coordinate a social work training curriculum for MHDSTPA staff, and organize a series of training events aimed broadly at the social workers and management in the Ministry's three departments, in the areas of gender, case managements, assessments and report writing, and management and supervision of employees.

The main current responsibilities for this consultancy include:

1. Develop a proposal to strengthen the Case Management of BOOST beneficiaries, with the four components listed above in 4.1.
2. Develop a national multidimensional poverty index (MPI): support the adoption of a national MPI through a comprehensive consultation process -including a specific consultation with children and adolescents, the elderly, rural communities and other special populations. The process should draw heavily on the proposed 2018 Enhanced Country Poverty Assessment.
3. Coordinate and organize a four-day Social Protection Conference: develop the concept note, agenda, methodology and report of the conference; coordinate the organization with relevant partners such as ministries, UN agencies (including UNICEF, ILO, PAHO, UNDP) and other international partners (including WB, IDB, OAS, CDB), NGOs and community-based organizations, the academy and the media.
4. Lead the development of a workplan to implement the national SP floor and to identify systematic actions in support of a national social protection registry system.
5. Develop minimum preparedness actions and standards to implement humanitarian cash-based interventions, with a focus on children and families.
6. Lead the development and coordinate costing exercises of key child focused social interventions.
7. Develop and coordinate a social work training curriculum for MHDSTPA staff, and organize a series of training events aimed at the social workers and management.
8. Other potential priority tasks agreed with supervisors, that relate to the goals of the consultancy.

Expected Deliverables

1. Monthly report on activities and results, attaching the following specific products, to be reviewed and agreed by the supervisors;

2. A document describing an enhanced model of Case Management of BOOST beneficiaries; The document should also report on the outcomes of the current case management exercise aimed at addressing the four specific issues listed in 4.1.
3. A document with a proposal of MPI, including multidimensional child poverty measurement;
4. A report of the consultations held -including from the specific consultation with children and adolescents- highlighting the main results and recommendations;
5. Concept note, agenda, methodology and report of the Social Protection Conference;
6. Workplan to implement the national SP floor and to identify systematic actions in support of a national social protection registry system;
7. Develop an operational feasibility assessment in relation to minimum preparedness actions and standards to implement humanitarian cash-based interventions, with a focus on children and families;
8. A document with the costing exercises of key child focused social interventions;
9. Social work training curriculum for MHDSTPA staff;
10. Reports of the social work training events.

Duration of the contract and working conditions

11 months. Possibility for extension, depending on performance, and availability of funding.

Full time consultancy (UNICEF contract), within the Policy and Planning Unit of the MHDSTPA, and in close coordination with UNICEF. The consultancy will also support partnerships and collaboration with other Social Protection institutions and agencies.

Planned Budget and Funding Source

Planned budget: budget line from RWP MHDSTPA-UNICEF. Funding source: UNICEF Thematic Funds for Social Inclusion.

Proposed Schedule for Deliverables and Payment Scheme:

| Deliverables | Dates | Payments |
|--|----------------|---------------|
| 1. Workplan of consultancy and draft concept note, agenda and methodology of SP Conference | End of month 1 | Deliverable 1 |
| 2. Proposal to strengthen BOOST Case Management; | End of month 2 | Deliverable 2 |
| 3. Report on the MPI consultations and draft proposal of MPI | End of month 3 | Deliverable 3 |
| 4. Social work training curriculum for MHDSTPA staff; operational feasibility assessment and contingency agreements to implement humanitarian cash-based interventions | End of month 4 | Deliverable 4 |
| 5. Draft costing exercises of key child focused social interventions | End of month 5 | Deliverable 5 |
| 6. Report of the Social Protection Conference | End of month 6 | Deliverable 6 |

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| 7. Workplan to implement the national SP floor | End of month 7 | Deliverable 7 |
| 8. Reports of the social work training events | End of month 8 | Deliverable 8 |
| 9. Final version of MPI proposal | End of month 9 | Deliverable 9 |
| 10. Final version of costing exercises of key child focused social interventions | End of month 10 | Deliverable 10 |
| 11. Final report | End of month 11 | Deliverable 11 |

***Estimated Travel-Related including Accommodation Costs:**

Lump sum

To qualify as an advocate for every child you will have!

- Master's Degree in social policy, economy, social work, education, public health administration, or other relevant field
- Minimum of 5 years of experience working in the social sector, including on child rights and development related issues
- Experience in organizing social sector related events, and in developing coordinated work between government institutions, international cooperation agencies and civil society
- Extensive knowledge of issues of social protection (including applied to emergencies), poverty measurement and data analysis
- Knowledge and/or experience in developing costing exercises of social sector interventions
- Experience in writing high quality technical policies and concept notes
- Capacity to work in a team, and to adequately juggle with competing priorities

Contract Supervision

Will be undertaken by MHDSTPA Social Planner and by UNICEF Social Policy Specialist.

Application

1. Letter of expression of interest
2. CV or P11
3. Financial proposal with detailed budget including travel and other expenses submitted electronically to: belize@unicef.org with subject line "Consultancy: Strengthening the Social Protection System in Belize"

Deadline for submitting applications is **18th June 2018!**

For every Child, you demonstrate!

UNICEF's core values of Commitment, Diversity and Integrity and core competencies in Communication, Working with People and Drive for Results.

UNICEF is committed to diversity and inclusion within its workforce, and encourages all candidates, irrespective of gender, nationality, religious and ethnic backgrounds, including persons living with disabilities, to apply to become a part of the organization.

Remarks: Only shortlisted applicants will be contacted and advance to the next stage of the selection process.