

Call for Expression of Interest

CP–SCA-2021-1

The purpose of the Call for Expression of Interest is to identify eligible Civil Society Organisations for prospective partnership with UNICEF Georgia. Eligible Civil Society Organisations (CSOs) are invited to submit proposals for partnership to support achievement of results for children outlined in the 2021-2025 Country Programme and section 1.3 below.

*****Due to the COVID-19 pandemic, exceptionally, electronic submission of the proposals will be accepted.**

Interested candidates are requested to send electronic copy of their proposals by email as pdf documents to GEO-ML-Procurement@unicef.org with the reference in their email subjects: **CONFIDENTIAL: CP–SCA-2021-1**

Financial proposals shall be secured by a password and the password will only be used when an offer is evaluated technically acceptable and therefore eligible for opening of the financial proposals.

The Proposals **MUST** be received at the above email address by COB **30.06.2021** Due to the nature of this RFPS, there will be no public opening of proposals. Proposals received after the stipulated date and time will be invalidated.

An online meeting will be held on **18 June at 15:00 p.m.** via Zoom Meeting for interested participants. Please confirm your participation to the meeting by sending email to GEO-ML-Procurement@unicef.org.

All requests for formal clarification must be submitted via e-mail (the latest till **18 June**, 10:00 a.m.) to Ia Tchanukvadze (itchanukvadze@unicef.org) and Tinatini Tsertsvadze (ttsertsvadze@unicef.org) with GEO-ML-Procurement@unicef.org in copy (cc).

Applications will be assessed by an evaluation committee to identify CSOs that have the mandate, capacities and comparative advantage to support achievement of results for children using criteria outlined in section 3 below. It should be noted however that participation to this Call for Expression of Interest does not guarantee the CSO will be ultimately selected for partnership with UNICEF. Selected NGOs will be invited to review and finalise partnership agreements in accordance with criteria outlined in section 3.4 below and applicable policy and procedures on partnership with CSOs.

Applicant CSOs will be informed of the outcome of their submissions by communication sent out to the email/ postal address that is indicated in the CSO submission.

Section 1: Background

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| 1.1 UNICEF mandate | UNICEF is the agency of the United Nations mandated to advocate for the protection of children's rights, to help meet their basic needs and to expand their opportunities to reach their full potential. |
| 1.2 UNICEF Programme of Cooperation in Georgia | In Georgia, UNICEF works with the government and other partners with an overarching goal of the country programme, in line with the UNICEF Strategic Plan, 2018–2021, so that all children in Georgia, particularly the most disadvantaged, have their rights fulfilled and have improved chances, opportunities and support to develop to their full potential in an increasingly inclusive and protective society that is respectful of their voice. |

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| | Further information on the programme can be found on https://www.unicef.org/georgia |
| 1.3 Specific results | <p>Within this framework and as set out in UNICEF Georgia Programme of Cooperation 2021-2025 working with government and other partners, UNICEF will contribute to achieve the following results: OUTCOME: By 2025 children and adolescents, especially the most vulnerable and marginalized, have increased access to inclusive social protection, policies and programmes that focus specifically on enhanced realization of the rights of all children which are monitored through a robust child rights mechanism.”</p> <p>1. RATIONALE</p> <p>The social work profession emerged in Georgia in the mid-1990s after the ratification of the UN Convention the Rights of the Child and initiation of the Child Welfare Reform. Gradually, the number of social workers increased in the country and the scope of their work broadened. Currently, MoIDPOTLHSA is one of the leading ministries to employ social workers through its subordinated Agency of State Care and Protection of Victims of Human Trafficking (SCA). The SCA social workers perform a variety of duties, including support to vulnerable children and families, identification and response to domestic violence and violence against children, support to children in state care, work with persons with disabilities, elderly, execution of court decisions, representation of children in the court, etc. Currently, the profession faces major challenges due to the case overload, difficulties to perform outreach or individual consultations, followed by the lack of professional supervision and a variety of working methodologies and tools.</p> <p>Adoption of the Law on Social Work by the Parliament of Georgia in June 2018 has become a major turning point to advocate for the substantial reform of social work in Georgia. The Law creates opportunities to improve the quality and quantity of social workers across Georgia and introduces these professionals in different fields, such as education, health, at the local municipalities' level and so forth. It is expected that the number of social workers will increase over the next 5 years and quality of their work will improve.</p> <p>Development of social work at the municipal level, stipulated by the Law on Social Work and the Code on the Rights of the Child, brings new opportunities to provide support to vulnerable families with children in Georgia. With the development of this profession at the municipal level, the emphasis will be placed on prevention and early identification of family vulnerabilities, so called outreach work, that was entirely missing in Georgia. Early identification and addressing the vulnerabilities through municipal social work and social services will help prevent further family separation. This, in turn, will allow the social workers of the State Care Agency to concentrate on more severe cases that needs more centralized approach and lengthy individualized attention, such as violence against children, child separation from the families, etc.</p> <p>UNICEF will provide support to the State Care Agency within MoIDPOTLHSA to improve their case management functions for child protection cases and deliver quality social work to vulnerable children and families.</p> <p>2. OVERALL OBJECTIVE OF THE ASSIGNMENT</p> <p>The main objective of the assignment is to support MoIDPOTLHSA and SCA to improve the quality of social work through strengthening case management, specialization of social workers, supervision functions and development of working methodologies and tools</p> |

3. SCOPE AND SPECIFIC OBJECTIVES OF THE ASSIGNMENT

Technical assistance will be provided to the SCA in the following directions:

- **Support institutionalization of social work case management and supervision system.** UNICEF supported the development of the concept, standard operating procedures (SOPs) for the social work case management procedure and supervision system for the SCA within the previous undertaking. UNICEF will support the pilot and analysis of the new case management and supervision system. The attention should be paid to the multidisciplinary work within the agency, and further capacity building (training) of supervisors, social workers and relevant staff (around 300 professionals).
- **Further support specialization of social workers at SCA** – UNICEF supported formulation of the social work specialization model ensuring relevant separation of roles and functions within social workers. The model is being piloted in Tbilisi currently. To further develop social work specialisation, UNICEF will support analysis and monitoring of the pilot that will serve as a basis to finetune the specialization model and accentuate further needs for formulating working methodologies.
- **Development of working methodologies and tools** - UNICEF plans to further support the development of the technical guidance for case management and main types of interventions provided by the State Care Agency. For this purpose, the selected organization should analyse the needs for major types of interventions for social workers to apply in their everyday practice and formulate specific recommendations. This will serve as a basis for UNICEF to further plan specific activities in this direction and accumulate the relevant local and international expertise to adopt respective evidence-based rehabilitation programmes and modules for social workers to ensure the methodological diversity for high quality social work provision. The desk review of the best practices and further adaptation of the programmes will be part of another undertaking beyond this specific project.
- **Assist SCA to develop Suicide Prevention Programme, proper risk identification and response protocols and instrument** – UNICEF will support MoDPOTLHSA and SCA to conceptualize the suicide prevention programme at the Agency. This includes formulation of a risk identification and response protocols and instruments followed by the training and capacity building of the frontline professionals and strengthening relevant supervision capacities at the agency level.
- **Assist SCA to develop the specific guidance, protocols and instructions to address sexual violence against children** – UNICEF will support the SCA to develop the proper guidance, protocols and instructions for the risk assessment, early stages of identification and proper response to sexual violence and sexual misconduct towards children. The selected organization should conceptualize the identification, risk assessment and proper intervention for these cases and develop relevant modules for social workers to apply in their everyday practice. The modules should place an emphasis on the work with children and their families.

- **Development of internal training capacity and provision of training of social workers** - A unified module-based training programme for induction and on-going training for social workers within the SCA will be developed. The selected organization should support the SCA to provide online training delivery that allows online and blended provision of training, reduce costs and ensure sustainability. Design of the internal programme for training of trainers and induction training to social workers will be supported. Training topics will include child rights, case management, support to specific groups, interagency cooperation, etc. Training will cover around 300 staff members (social workers, psychologists, lawyers). The selected organization should utilize the ToT course supported and implemented by UNICEF regional office, UNICEF Georgia and Columbia University on interpersonal communication and community engagement.
- **Development of social work career development system** - The system will include different levels of social workers with specific competencies, performance indicators, appraisal process, and incentives for career development. UNICEF will support development of the concept and a road map as well as provide technical assistance in the process of introduction of the system.

4. DELIVERABLES

- Training curriculum and programme based on the case management and supervision concept and relevant procedures for further capacity building of the social workers and strengthening multidisciplinary work at the SCA;
- Monitoring and analysis of the social work specialisation pilot and respective recommendations for improvement;
- Needs analysis to identify the major types of interventions necessary to deliver high quality social work for vulnerable children and families followed by specific recommendations;
- Concept, procedures, instruments and relevant guidelines to increase the capacity of social workers to identify and effectively respond to the suicide risk within their beneficiaries. Relevant training materials and programmes to support the capacity building of frontline professionals;
- Concept, procedures, instruments and relevant guidelines to increase the capacity of social workers to identify and effectively respond to cases of sexual violence. Relevant modules should be developed to support the social workers to effectively intervene with children and families in cases concerning sexual violence;
- Formulation and implementation of the ToT modules, induction and on-going training programmes and materials including different methods for working with children and families. Formulation of online training content that allows online and blended provision of training, reduce costs and ensure sustainability;
- Concept note and road map on social work career development system including highlighting different levels of social workers with specific competencies, performance indicators, appraisal process, and incentives for career development.

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| 2.1 Documentation required for the submission | The expression of interest shall include the following documentation: <ul style="list-style-type: none"> • Copy of CSO registration in Georgia • Attachment I - Partner Declaration signed by authorised official • Attachment II - NGO Identification and Profile signed by authorised official • Attachment III - Programme Proposal. | |
| 2.1 Indicative timelines | Call for Expression of Interest issue date | 2 June 2021 |
| | Deadline for submissions of CSO proposals | 25 June 2021 |
| | Deadline for requests of additional information/ clarifications online meeting will be held on 18 June at 15:00 p.m. via Zoom Meeting for interested participants | 18 June 2021 |
| | Review of CSO submissions | 9 July 2021 |
| | Notification of results communicated to CSO | 16 July 2021 |

| Section 3: Process and timelines | | |
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| 3.1 Review & evaluation of CSO submissions | <p>CSO submissions are assessed by the Partnership Review Committee in consultation with technical specialists, using criteria outlined in section 3.2 and 3.3 below. Only CSO submissions which comply with the requirements of the eligibility and exclusion criteria will be eligible for further evaluation.</p> <p>Results from the review will be used for purposes of mapping and selection of CSOs in relation to the specific results outlined in section 1.3 above.</p> <p>It should be noted that participation to this Call for Expression of Interest however does not guarantee CSOs will be ultimately selected for a partnership agreement with UNICEF. UNICEF reserves the right to invite selected partners to review and finalise proposals for partnerships in line with criteria outlined in section 3.4 below and in accordance with applicable policy and procedures on partnership with CSOs.</p> | |
| 3.2 Eligibility & exclusion criteria | <ul style="list-style-type: none"> • Eligibility criteria: CSO must: <ol style="list-style-type: none"> a) be registered in country of origin [and in programme country depending on government requirements]; b) not be an entity named on any of the UN Security Council targeted sanction lists. • Exclusion criteria CSO submission which: <ol style="list-style-type: none"> a) are not sent in sealed envelopes; b) are not sent or delivered by hand to the UNICEF office before the specified deadline; c) do not include all required documents duly completed and signed or do not comply with specifications set in this Call for Expression of Interest; d) are not submitted in English; <p>will be excluded from the selection process.</p> | |
| 3.3 Selection criteria | UNICEF office will review evidence provided by the CSO submission and assess applications based on the following criteria: | |
| | Proposal relevance, quality and coherence (60%) | Includes review of the proposed programme: <ul style="list-style-type: none"> • Relevance of proposal to achieving expected results; • Clarity of activities and expected results; • Innovative approach; • Sustainability of intervention; |

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| | | <ul style="list-style-type: none"> • Adequacy and clarity of proposed budget (including contribution by CSO) |
| | Institutional capacity and sustainability (30%) | <p>Includes a review of the CSO:</p> <ul style="list-style-type: none"> • Expertise and experience in the sector/area: <ul style="list-style-type: none"> ○ At least 10 years of relevant experience in the areas of social work strengthening, case management system and social work methodological support; ○ Extensive experience in designing concepts, practical tools, manuals and materials for social workers working with vulnerable children and families at national and international level; ○ Proven experience in developing case management system, working methodology and different tools for social workforce, quality assurance and professional supervision mechanisms; ○ Proven experience in designing, provision and supervision of psycho-social rehabilitation/support services for vulnerable children and families; ○ Comprehensive knowledge of local child protection and social work systems; • Local experience, presence and community relations; • Management ability; • Experience working with UN/UNICEF |
| | Other [as defined by Office] (10%). | <p>Includes a review of:</p> <ul style="list-style-type: none"> • Experience in managing complex projects and navigating through various stakeholders; • Access/security considerations; • Replicability/scalability; • Partnership building and networking experience • Etc. |
| 3.4 Prospective partnership agreement | <p>All applicants will be informed of the outcome of their submissions by communication sent out to the email/ postal address that is indicated in the CSO submission.</p> <p>Applicants whose proposals are assessed as having a specific comparative advantage to achieve results for children outlined in 1.3 above may be invited to jointly review and finalise the partnership agreement based on the following criteria:</p> <ul style="list-style-type: none"> • Prioritisation of proposed intervention in line with the work plan; • Availability of funding to support proposed intervention; • Complementarity or proposed action with ongoing interventions; <p>Upon finalisation at technical level, the proposal for partnership will be submitted to the Representative for review and approval. It should be noted however that the Representative has the final authority to approve or reject any proposed partnership agreement on behalf of UNICEF.</p> | |