

**A Comprehensive Research on
Assessing the policies and plan of municipal governance relating to the children**

Terms of Reference (ToR)

1. Background

National Association of Rural Municipalities in Nepal (NARMIN) and World Vision International Nepal (WVIN) are entered into a Cooperation Agreement to conduct Policy dialogue and research to support Local Government on executing plans and strategies. The cooperation agreement is termed for the period of 5 months from January to May 2020.

Since WVIN is a child-focused agency having a goal to address the causes of poverty and inequity for the sustained well-being, it is working in 14 districts across Nepal in Achham, Doti, Jumla, Kathmandu, Kailali, Lamjung, Morang, Rupandehi, Sarlahi, Sindhuli, Rautahat, Mohattari, Bajhang and Udayapur. WVIN's strategic targets align with and contribute to the Government of Nepal's priority agenda and targets of the Sustainable Development Goals

Constitution of Nepal provides guidance regarding the functional responsibilities for each of the sub-national levels. The National, Provincial and the Local level shall enjoy relations based on the *principles of cooperation, coexistence and coordination*.

In this context, WVIN has previously worked with Federal/Provincial and Local government in good governance, livelihood, child protections, health and education. together with national faith based organization to campaign against child marriage. Now, WVIN aims to strengthen system at Local and Provincial Government by contributing the Palika Profile, preparing periodic plans and strategic plans of different themes.

NARMIN will provide facilitation and motivation to the respective palikas through different methods. In addition, the cooperation will focus on increasing partnership with the civil society and engagement with local governments to support for the plans and policies formulations as well as the Policy Dialogue at provincial and national levels.

It is therefore, the proposed research is proposed to cover the Palikas in WVIN working provinces number 1, 2, 3, 4, 6 and 7

2. Purpose and objective of the research

Purpose:

The overall purpose of the research is ; to explore and review the status of plans/policies and identify the gaps and challenges during the execution of those policies related to the children

Objectives:

The specific objectives of the research are;

- Explore the implementation status and quality of profile, plans and strategies at palika level relating to the children
- Review and identify institutional gaps and challenges in the plans executions, resources to Palikas development and status of child rights concern in the policies
- Provide evidence based key recommendations for the government as well as supporting development partners to address and establish good governance ensuring accountability mechanism.

3. Scope of the Research

The research will cover selected WVIN working Palikas in Province number 1,2,3,4,6 and 7. The scope of work has been defined as below.

- Literature Review of Government Policy and Plans (Federal Provincial, Local Govts.)
- Consultations with government agencies (incl. Federal, provincial and local level) on quality of local government plan and strategies and status of implementation
- Carry out field visits to consult with provincial governments and selected local governments in effective resources mobilization, good governance and gap identifications
- Data collection on the status of Plaikas plan, polies and strategies
- Develop a strong reference document on the implementation staus, resource mobilizations, need and challenges of federal, provincial and local planning process.

4. Research questions

- What are the policies and provisions existed for children in federal, provincial and local level after the federalization process?
- What is the status of Palikas in developing palika profiles, periodic plans and strategies?
- What are the factors affecting the formulation of specific plans/poolicies and implementation?
- What could be the specific interveions to address the issues and challenges in the plans implementation?
- What are potential capacities or positive factors that can establish transparency and accountability mechanisms at palikas level?

5. Research Team:

To conduct the research, NARMIN will formulate a team of experts with following requirements:

Position	Minimum Qualification	Minimum Experiences
Lead Researcher	Masters degree in Social Sciences or Management	Fifteen years experiences in formulation and review of local policies and plans
GESI Expert	Masters Degree in Social Sciences	Five years experiences in capacity building and policy review of disadvantaged group
Data Contributors	Bachelors Degree	5 years in mid-career development works; LG preferences

- The Lead Researcher will have to work closely with the NARMIN and WVIN team to finalize research design including appropriate research methods and tools.
- GESI Expert will work as per the guidance of Lead Researcher
- Data Contributors will be identified after tools finalized by the experts and termed to be the locals where it requires

6. Implementation Methodology

Before implementation:

- The methodology for the research will be developed by the team of experts and finalize the study design in coordination with NARMIN and WVIN project team.
- It should be shared and finalized the study tools as per research design before field work.

During Implementation

- Data collection will be carried out in close consultation with NARMIN team.
- Prepare preliminary finding and share to NARMIN and WVIN project team.
- Prepare draft research report and obtain feedback from the NARMIN and WVIN
- Share the research findings to NARMIN and WVIN project team
- Present the study findings as part of validation workshop with key stakeholders (government and non-government) and thematic experts at province and National level.

After Implementation

- Prepare and submit final research report to NARMIN
- Prepare a research brief and submit to NARMIN
- Two-four page findings communications flyer for donor audiences.
- Share the research findings in a national level sharing event.

7. Research Timeline

The research will be started from 10th January to 30th April, 2020.

8. Proposed Budget and Work Assignments

NARMIN has allocated budget for different works and expertise as following:

Position	Work Duration	Budget Proposed
Lead Planning Researcher	30 man/days in 1.5 months period	NRs. 285000.00
GESI Expert	25 days in 1.5 months period	NRs. 200000.00
Data Contributors	7-10 days in 1.5 months period	NRs. 90000.00

Applicable taxes will be deducted from the above volumes.

9. Call for Expression of Interest

Eligible experts and consultants will express their interest to do the given assignment with showing their evidence of qualification and experiences. NARMIN will reserve the rights to evaluate the application and will have negotiation for determining the cost of experts.

Deadline of the application will be 7 days from the publication of notice.

Address to submit the Application : info@narmin.org.np