

Terms of Reference

Consultancy to conduct:

- (i) a Situational Analysis of MVC Access to private Daycare in high-density Dar es Salaam, and
- (ii) a Scoping study of subsidies/financing models for reducing cost barriers for social products in urban markets



Picture: Privately run daycare centre in Vingunguti Ward, Dar es Salaam (Photo: Children in Crossfire)

1. Introduction to Children in Crossfire

Children in Crossfire is an Irish-based international NGO whose purpose is to respond to the rights and needs of young children caught in the crossfire of global poverty and injustice. Children in Crossfire Tanzania focuses on increasing access to quality early childhood development (ECD) supporting children's developmental needs and giving them a chance to reach their fullest potential. More information about the organisation can be found at: [Tanzania - Children in Crossfire](#)

2. Background

Children in Crossfire (CiC) has initiated programming in Early Childhood Development and Education (ECD/E) for young children aged 2-5 Years in Tanzania's rapidly expanding urban context, typically characterized as informal, high-density and low-income.

Dar-es-Salaam City (Dar) is one of Africa's fastest growing cities, with a population estimated at 5.5 million (2022 Census), and over 70% of Dar residents living in informal high-density areas (DFID 2015). There are more than one million children under the age of 5, constituting the 2nd largest demographic in Dar (2022 Census); yet only half of Dar's 2-5 year olds (51%) are reported as developmentally on track (TDHS 2022).

Government interventions are prioritized in the first 1,000 days of life (0 to 2 years) through the health sector, and then there is no public provision of ECD support until pre-primary education (beginning at age 5). This creates a critical gap of ECD support and wider childcare for children aged between 2-5 years, mirrored also by the significant drop in developmental progress for this age cohort (TDHS 2022).

Childcare provision is currently a priority global agenda and is widely recognized for its multi-generational benefits. A [recent USAID publication](#) has outlined the ECCE triple dividend as achieving three parallel outcomes of improved early childhood development & learning outcomes for children; increased women's economic empowerment; and job creation.

In this context, Dar's predominantly informal private sector has responded to the gap in childcare services, embodied by a proliferation of daycare centres for young children run by microentrepreneurs. Typically unregistered, of varying quality, charging low fees and surviving in a challenging business context, these daycare provide an essential service for young children of Dar's poorest households whose caregivers depend on daily subsistence livelihoods. There is minimum participation of state and other stakeholders to support this essential provision of ECD and childcare in high-density urban Tanzania.

After conducting a rapid mapping and formative assessment to make the initial case, CiC commissioned an [in-depth baseline study](#) to better understand the demand and supply of daycare [ECD] services in high-density Dar. Some of the key findings from the baseline included:

- *Most day care centres are recently set up by small business owners, unable to meet government recognition due to infrastructure deficits, and charging low fees.*
- *Daycare centres present a multi-age multi-level learning environment, and serve the needs of the most vulnerable families.*
- *Participation in daycare contributes significantly to child development notwithstanding the relatively poorer quality of daycare services in the high-density informal context.*
- *The longer hours of childcare provided by daycare is a significant consideration for parents.*

- *Primary caregivers are mostly young, married women with a high risk of poverty due to dependence on subsistence/ unstable livelihoods. They rely on daycare for safety security and school readiness, and are generally satisfied with the prevailing quality of daycare.*
- *All aspects of the childcare sector are highly gendered presenting a unique opportunity for improved female participation in the economy.*

Notably, slightly more than half of the daycare (52%) reported to enrol Most Vulnerable Children (MVC), the majority being from extremely poor households (61%), orphans without adequate support (22%), children living under care of chronically sick (12%), and children with disabilities (10%). These daycares had support mechanisms in place for such children including concessions and free feeding. However, overall MVC enrolment was low indicating their exclusion more widely and that equity and inclusion remain a challenge. And yet MVC stand the most to gain developmentally from participation in daycare (ECD) settings in comparison to their peers.

Given that extremely poor households are the main vulnerability identified during MVC enrolment, it is important to understand the basic poverty status of Dar es Salaam. The last [Household Budget Survey was held in 2017-2018](#) – reporting a basic needs poverty of 8.0% for Dar es Salaam region. Furthermore, the Children in Crossfire Baseline underscored the real risk of poverty probability. Three-quarters (78%) of the households reported an average daily income of less than TSH 10,000 (US\$4), with 70% of caregivers engaged in small businesses or entrepreneurship, and 10% reporting no income source at all. Moreover, half of those with an income report it as unstable. Given that the majority of caregivers are mostly young women, evidently there is a fundamental intersection between gender and urban poverty, with the highly gendered sector of childcare posing a critical consideration to livelihood opportunities and mitigation of household deprivation, as summarized in this [Children in Crossfire blog](#).

In this context, Children in Crossfire is looking to pilot innovative approaches to increase access for MVC to daycare (ECD) participation in high-density settings of Dar es Salaam, noting financial barriers are assumed as a key driver of MVC exclusion in private (fee-paying) centres. To mitigate this challenge, Children in Crossfire is considering to introduce a subsidy scheme for MVC access to private daycare, drawing off [output-based aid](#) principles as well-established in comparative social services and high-density informal urban settings.

This consultancy will help Children in Crossfire to deepen our understanding of Most Vulnerable Children and their families, and the specific barriers they face in accessing private day care markets. It will look at multiple dimensions of poverty and disadvantage, assessing family resilience and the potential marginal benefit of childcare support. Eventually, the Situation Analysis of Most Vulnerable Children and their families will inform parameters for targeting recipient families.

Introducing childcare voucher subsidies is one of the interventions proposed by the [World Bank's Childcare Investment Fund](#), to this end Children in Crossfire is also commissioning a scoping study to inform recommendations to design and pilot a subsidy or similar financing model for childcare in the high-density informal urban context of Dar es Salaam.

3. Rationale

Children in Crossfire (CiC) is commissioning this consultancy to develop the evidence-base to make a case to pilot innovative approaches in reducing barriers to access to daycare (ECD) for most vulnerable children (MVC) who stand the most to gain developmentally from participation in daycare, and consequently the most to lose from their exclusion. It is also assumed that MVC participation in daycare will positively impact on the potential for caregiver livelihoods and mitigation of household deprivation, that in turn will impact on their children's development.

4. Scope of Work

To this end the consultancy has two main deliverables, namely:

- i. To provide a robust **situational analysis of the prevailing status of MVC participation in private daycare centres** in the high-density informal setting of Dar es Salaam City.
- ii. To conduct a **scoping study of subsidies/ financial interventions** in comparative social services and high-density urban market settings to inform recommendations for a voucher pilot to increase MVC access to daycare services in high-density informal Dar es Salaam context.

Children in Crossfire is seeking a consultant (individuals or organization) who can deliver to high standards both these deliverables in the one consultancy,

5. Objectives

The two-pronged approach of this consultancy will fulfill the following objectives:

- i. **Demand Side** - a situation analysis of most vulnerable children (and families) to identify the dimensions of poverty that impact day-care participation and overall well-being of the family. Through this situation analysis we would like to identify those families that stand to benefit the most (highest marginal gains) from a voucher subsidy.

Specifically:

- a) Employ a mixed methods assessment to critically understand the status of MVC participation in private daycare centres located in high-density informal setting of Dar es Salaam including existing concessionary arrangements, and to specifically understand the opportunities and challenges to increased and sustained participation of MVC in the private daycare subsector;
- b) Study scope to critically understand the early childhood developmental profile and subsistence of MVC who are excluded from participation in daycare centres;

- c) Study scope to critically understand the subsistence of households and caregivers of MVC in high-density informal setting of Dar es Salaam, including divergence in economic participation of caregivers depending on childcare options.

- ii. **Supply side** - a scoping study of subsidy mechanisms including educational vouchers, or output based aid, or other financial interventions, in comparative high-density urban settings, and across sectors. This is an evidence gathering exercise to see what has been done before, whether it has worked, and what the learning from those experiences might be as we develop our own subsidy scheme.

Specifically:

- a) Conduct a scoping analysis of available literature on voucher subsidy, or other financial interventions in comparative social sectors, services and high-density urban settings, to inform recommendations for designing and piloting a voucher subsidy to increase MVC participation in private daycare of high-density informal Dar.

- b) Identify from the literature, targeting mechanisms, implementation modalities and indicators for measuring success.

Specific research questions will be agreed with the selected agency/individual during the inception phase.

6. Methodology

Related to Objective i:

This objective would require a mixed methods approach, with a focus on household surveys to gather both quantitative and qualitative data on various aspects such as socio-economic status including household income, access to day care services or other childcare arrangements, reasons for attendance/nonattendance in organized day care services, perceptions of quality related to ECCE, eligibility and utilization of voucher and/or other subsidies, perceptions of subsidy programs, and barriers to access. Additionally, documenting Case Studies of MVC families would allow for a deeper exploration of their experiences, coping strategies, access to and utilization of day care services, as well as interactions with support programs.

Furthermore, Key Informant Interviews with key stakeholders, including government officials, Day care owners/administrators, NGO representatives, community leaders, and program beneficiaries, would provide valuable insights into MVC issues and voucher subsidy programs. These interviews would help in understanding perspectives, exploring challenges, identifying opportunities, and uncovering best practices in addressing the needs of MVC and implementing voucher subsidy initiatives.

Related to Objective ii:

This is a desk study requiring extensive secondary research on educational vouchers, in comparable urban contexts, as well as other subsidy mechanisms or financial incentives offered in the ECCE sector or other comparable social sectors. This part of the consultancy will also benefit from key informant interviews with selected individuals representing organizations such as Education Finance Network, FSG, or Education Outcomes Fund, who have experience in innovative finance mechanisms for ECCE.

There is [compelling evidence](#) that when cost burdens can be reduced—through public provision, subsidies, cash transfers, corporate engagement, or public private partnerships—more families use childcare, and more women enter the workforce. However, very little of this evidence relates to the Tanzanian context, and more specifically to the unique urban context in Tanzania. This study will identify the evidence gap and draw on available evidence to inform recommendations from comparable contexts.

7. Deliverables and Timetable

The following deliverables are expected from the consultant:

- a) **Inception Report:** The consultant shall submit an Inception Report detailing the research methods, tools and workplan that spans both the MVC situational analysis as well as scoping study of voucher subsidies in urban markets before signing of the Agreement;

MVC Situational Analysis

- b) Submit **draft Situational Analysis Report and make Powerpoint Presentation** of the key findings on MVC childcare to Children in Crossfire.
- c) Submit **final Situational Analysis Report** incorporating key feedback.

Scoping Analysis of Voucher Subsidies

- d) Submit **draft Scoping Report and make Powerpoint Presentation** on voucher subsidies for social services in comparative high-density informal urban markets.
- e) Submit **final Scoping Report** incorporating key feedback.

For both reports, the consultant shall submit final reports in both hard copies and electronic copies along with all survey data (in Excel or SPSS compatible formats), transcripts of the FGDs, KIIs, any photographs, and ethical approval where applicable.

The full consultancy is anticipated to involve **approximately 50 consultant days**, provisionally broken down as:

- approximately 6 consultant days for the Inception Report,
- approximately 30 consultant days for the MVC Situational Analysis, and
- approximately 14 consultant days for the Voucher Subsidy Scoping Report.

The full consultancy work is due to be completed latest **by Friday 13th December 2024**.

The consultant will be expected to complete the following, together with indicative schedule:

Indicative Schedule for the Consultancy

Action	Result	Indicative Days	Indicative Date
Inception Report			
Meet with Children in Crossfire staff to review the ToR and begin methodology.	Clear understanding by all. Documentation received by consultant	n/a	By Fri 12-July 2024
Draft Inception Report	Documentation review, submission and presentation of draft inception report outlining consultant's interpretation of ToR, detailing methods and approach to be used across both the MVC Situational Analysis and Voucher Subsidy Scoping Report, and providing detailed costed work plan for the work	4	By Mon 29-July 2024
Inception Report signed off by Children in Crossfire	Redrafting of the report incorporating feedback, and sign off of inception report	2	By Fri 9-Aug 2024
Total (Inception Report)		6	By 09-Aug 2024
MVC Situational Analysis			
Tool development	Tools for data collection developed, and translated	3	By Fri-30 Aug 2024
Data collection team established	Enumerators identified, trained on the methodology and tools	2	

Action	Result	Indicative Days	Indicative Date
Tool finalisation	Tools tested, refined, and finalised. Signed off by Children in Crossfire	2	
Research permit secured	Research permit and fieldwork approval secured	n/a	By Fri-27 Sept 2024
Data collection	Field team collecting data as per the methodology, quality assured	8	
Analysis	Data input, cleaned, and data presented in Excel for Children in Crossfire use	5	By Fri-18 Oct 2024
Draft Report for MVC SitAn	MVC SitAn findings presented verbally, draft report submitted	6	
Consultant incorporating feedback and finalising MVC SitAn Report	Children in Crossfire inputs feedback and incorporated; final draft submitted and signed off by Children in Crossfire	4	By Fri-15 Nov 2024
Total (MVC SitAn Report)		30	By 15-Nov 2024
Voucher Subsidy Scoping Study			
Scoping Study - Literature Review: on voucher subsidies for social services	Review of the available relevant literature on voucher subsidies for social services in comparative sectors and setting	7	By Fri-1 Nov 2024

Action	Result	Indicative Days	Indicative Date
Draft Report for Scoping Study	Scoping Study findings presented verbally, draft report submitted	4	
Consultant incorporating feedback and finalising Voucher Subsidy Scoping Report	Children in Crossfire inputs feedback and incorporated; final draft submitted and signed off by Children in Crossfire	3	By Fri 29-Nov 2024
Total (Subsidy Scoping Report)		14	By 29-Nov 2024
TOTAL CONSULTANCY DAYS (PROVISIONAL)		50	By 29-Nov 2024

8. Experience and Qualifications of the Consultant

The consultant must have the following:

Essential

- Extensive demonstrable experience in developing and carrying out comparative assessments to industry quality standards.
- Extensive demonstrable expertise in both participatory quantitative and qualitative evaluation research methodologies including tool development, interview skills, and training and management of enumerators, especially for research on young children.
- Documented and demonstrated strong analytical skills for data analysis and presentation.
- Previous experience of mixed methods research in social development in Tanzania.
- Able to advise and facilitate the efficient procurement of necessary research permit for this type of study.
- A degree, preferably masters or PhD, in both social sciences and/or research methods.
- Previous experience / expertise in early childhood development and early learning.
- Excellent proficiency in both Swahili and English languages, written and oral, and a very high standard of report writing (examples must be provided).

Desirable

- Understanding of demand-side financing mechanisms in markets systems to promote equitable access to social products in urban poor settings.
- Understanding of multi/two-generational principles to childcare, urban poverty and household deprivation, and wider household resilience.

Applications may be received from consultancy firms or individual consultants. Consultancy firms must be VAT registered and have valid business licences. Withholding tax shall be deducted from the consultancy fee.

9. Child Protection and Safeguarding Statements

Child protection is a term used to describe the responsibilities and activities undertaken to prevent or to stop children being abused or ill-treated. It is Children in Crossfire's duty and responsibility

to reduce the risks of abuse to the children who we have contact with and keep them safe from harm.

The consultancy firm or individual consultant should include statements in the proposal on how s/he will ensure ethics and child protection throughout the assignment and especially during the fieldwork. Consultant/s should also specify other ethical protocols to be followed during the due course of the assessment and program design.

Consultants are expected to take consent of the respondents before taking interview, conducting of focus group discussion, and taking of photographs, and ask if photographs, verbatim or case stories could be used in report and for public dissemination. Such consent must be documented and submitted to Children in Crossfire along with the final report.

10. Budget

The budget will be according to Children in Crossfire's payment schedule and the consultant's offer.

Financial proposals should fall within **an upper ceiling of USD 35,000 (US Dollars thirty-five thousand only)** inclusive of gross consultancy fee and consultant's basic direct costs including fieldwork and research permit. Withholding tax shall be deducted by Children in Crossfire from the consultancy fee.

Indicative payment schedule:

- 50% of the total consultancy fee, and 100% of the direct costs on the sign-off of Inception Report.
- 30% of the total consultancy fee on sign-off of Final MVC SitAn Report.
- 20% of the total consultancy fee on the sign-off of Final Subsidy Scoping Report.

11. Tendering Procedures

Children in Crossfire invites eligible consultants to submit technical and financial proposals to undertake this work.

Proposals should include a brief description of:

1. A section outlining an understanding of the assignment and Children in Crossfire's requirements.
2. Description of the proposed methodology to be used for both the MVC Situational Analysis and the Voucher Subsidy Scoping Study, with particular emphasis on how the consultant will deliver against the full scope of work and deliverables set out in clause 7.

3. A summary setting out consultant's expertise and experience directly responding to the full range of experience and qualifications set out in clause 8.
4. An overview of the individual / individuals who will deliver the services including a CV/CVs that demonstrate only relevant experience (*please don't list unrelated experience*). If more than one consultant is proposed in a single bid, the proposal must provide clear details of the team composition in relation to key tasks.
5. Fee proposal based on daily rates, VAT inclusive where applicable. If more than one consultant is proposed, the proposal must provide a clear split of individual consultants' daily rates and proposed day allocation per task.
6. Direct costs to be listed separately or may be included in the fee. Direct costs listed separate from the fee will only be reimbursed upon retirement of valid EFD receipts.
7. **One (best) example** of similar work undertaken by the consultant(s) in mixed methods study in social sector in Tanzania. Please compress the documents to small file sizes.
8. Contacts for at least two reference(s) whom would be able to confirm and substantiate suitability of consultant for this type of remit.
9. Scan of valid business licence (for consultancy companies).

Proposals should not exceed 10 pages, excluding CVs, budget and evidence of written work.

12. Selection Criteria

The following criteria will be used to evaluate the proposals:

Any proposal exceeding the upper budget ceiling of USD 35,000 (thirty-five thousand) will be rejected.

1. The offer will be assessed according to whether the proposal demonstrates an understanding of the requirements of the assignment, and the methods proposed are in conformity with the needs of Children in Crossfire as reflected in the Terms of Reference **(20%)**
2. Expertise and experience in relation to research methodology and the use of mixed methods assessment **(15%)**
3. Expertise and experience in relation to early childhood development context in Tanzania, noting early childhood education experience will be an added advantage **(15%)**

4. Expertise and experience in relation to multi-dimensional analyses of poverty and deprivation in Tanzania, noting experience in urban context will be an added advantage **(15%)**
5. Expertise and experience in relation to markets systems development in low-income urban settings, noting experience in output-based aid will be an added advantage **(15%)**
6. Evidence provided of analytical skills and report writing in evaluation studies **(20%)**

13. Application

A proposal (no more than 10 pages) including the elements described above in the Objectives and Scope of Work should be submitted by email to the Country Director, Children in Crossfire Tanzania: jobstz@childrenincrossfire.org indicating in the subject line: “**Proposal – MVC SitAn in Dar Urban ECD daycare setting**”. A short cover letter should indicate the candidate’s availability to undertake the assignment within the proposed timescale for the consultancy.

The closing time for receipts of applications is **23:00hrs on Wednesday 5th June 2024** local time in Tanzania.