



## TERMS OF REFERENCE

### Literature Review of Cash Transfer Programmes and Operational Model Recommendation

**Project:** Nestlé Suisse has been awarded funding from the Swiss State Secretariat for Economic Affairs (SECO) to design and implement a household risk-based cash transfer pilot project in collaboration with the International Cocoa Initiative (ICI). The aim of the project is to reduce the prevalence of child labour by strengthening the income of vulnerable cocoa-growing households using a cost-efficient, risk-based targeting and monitoring mechanism, linked to the Ghanaian Government Livelihood Empowerment Against Poverty (LEAP) programme.

### Objectives of the Consultancy

The primary objective of this consultancy is to undertake a comprehensive scoping study on the impact of social cash transfers on child labour, focusing inter alia on the project modalities, main findings, results, challenges, lessons learnt and key aspects that should be considered for the SECO project, regarding the set up and linking of vulnerable households to the LEAP programme. For this reason, the output needs to be practical (rather than only theoretical) in nature to be able to inform the design and implementation of the cash transfer component of this pilot.

### Scope of work

This scoping study consists of a desk review and also primary qualitative data collection (through interviews with key stakeholders). It is expected that the scoping study will draw upon literature and project reports from other small-scale and large-scale cash transfer programmes from several regions and countries, including Latin America and sub-Saharan Africa. It will be important to also ensure the inclusion of country projects that have a similar context to cocoa-growing communities in Ghana and scope to the Nestlé project. This should be supported by qualitative data collection e.g. semi-structured with key stakeholders working on the LEAP project, relevant government ministries, and those responsible at ICI for administering the pilot project in country.

### Methodology

1. **Desk review** of relevant literature exploring the link between cash transfer/income support programmes and child labour reduction extracting the most relevant findings, lessons and considerations which are applicable to the SECO project in Ghana. This review should consider all aspects of the cash transfer programmes, from the design, targeting, mechanisms for payment cash transfer amount, in addition to the actual impact of the transfer on children's wellbeing, child labour and household dynamics (including unintended, positive or negative consequences).
2. **Desk review** of all existing literature and reports on LEAP, including its design, modalities (e.g. size of transfer, delivery mechanisms), operational approach, weaknesses and strengths with an

emphasis on implications and recommendations for the cash transfer component of the SECO project in Ghana.

3. **Interviews and consultations** with key Stakeholders (LEAP officials, Ministry of Gender, Children and Social Protection, UNICEF, etc.) to explore collaboration paths between cocoa industry and LEAP, addressing questions such as:
  - How can the current targeting mechanism be adapted to the cocoa child labour risk index and human rights due diligence?
  - Can a grant-matching mechanism be developed to channel industry funds towards LEAP?
4. Based on desk review of cash transfer programmes, LEAP literature, interviews and consultants – **outline pilot project implications, recommendations and develop an operational model** for the cash transfer programme which is workable for both parties in order to maximise the positive impact of the cash transfer on child labour reduction.
5. **Facilitate/participate in a validation workshop** with key stakeholders (during which the operational model will be reviewed and later approved)

### Outputs

- Inception report (includes initial work plan, methodology, literature review process)
- Draft report (for comments from ICI and Nestlé Suisse)
- Final report (incorporated input from the draft report and not exceeding 40 pages)

### Timeframe

January-March 2019

### Duration

The assignment will last approximately 30-40 days over the period of 2 months and the consultant will be based remotely.

### Research Management

The consultant will report to the Programme Manager (Monitoring, Evaluation and Research) and Head of Programmes based in Geneva and will work in close collaboration with the Deputy National Coordinator at the ICI Ghana Office.

### Research Consultant Profile

#### Essential:

- Master's degree in social sciences
- At least 5 years' experience working on social cash transfer programmes or similar social protection programmes
- Track record of publications or articles on social cash transfer programmes
- Fluency in written and spoken English
- Familiarity with the literature relating to social transfers in different regions, including sub-Saharan Africa

- Ability to synthesise information from various sources and prioritise conclusions in relation to programming implications
- Experience in conducting in depth interviews remotely and using qualitative data collection methods

**Desirable:**

- Experience in designing or implementing cash transfer programmes (desirable)
- Excellent knowledge and experience of the LEAP programme in Ghana

**Application Information**

Technical proposal to include:

- Cover letter consisting of the consultant’s understanding of the terms of reference, suitability for the assignment, availability and daily rate
- Brief methodology/process
- Work plan
- Detailed budget
- CV of consultant (and of any supporting team members if relevant – outlining who will undertake the different roles for the assignment if applicable).
- At least 2 samples of recent reports for similar assignments
- At least two referees for whom the consultant has carried out similar work (stating the organization, assignment undertaken, date and duration, contact person’s name, email address and contact)

**How to apply**

Qualified candidates are invited to submit their technical proposal to [recruitment-gha@cocoainitiative.org](mailto:recruitment-gha@cocoainitiative.org) by 5<sup>th</sup> December 2018 the subject live: “SECO Literature Review Consultancy”

Only those candidates who match the above requirements and who have been selected for interview will be contacted.

**NB:** ICI’s vision is of thriving cocoa-growing communities where children’s rights are respected and protected, and where child labour has been eliminated. To this end, ICI expects all children assisted or impacted by its operations to be protected from physical, emotional and psychological harm, and all forms of abuse and exploitation.

ICI has **zero-tolerance** for all forms of child neglect, abuse (sexual, physical, emotional, and psychological) and exploitation (sexual and commercial).

ICI commits to put the best interest of the child first, and at the centre of its work, irrespective of a child’s ability, ethnicity, faith, gender, sexuality and culture.

ICI recognizes its responsibility to ensure and to promote a safe and secure environment for children. To effectively manage risks to children, ICI requires the commitment, support and cooperation of all staff, associates, partners, suppliers, service-providers and visitors. By applying at ICI, you automatically agree to the above term and uphold the principles described herein