



Call for Proposals
(Only for Institutions/Organizations Locally Based in Singapore)
Implementation of Project on Youth Leadership and Advocacy
for LGBTIQ+ Inclusive Education in Singapore

Terms of Reference

Type of Contract: Contract for Services (Institution/Organization)

Duration: July 2023 – November 2024 (16 months)

Application Closing Date: 14 July 2023, 17h30 Bangkok time (GMT+ 7:00)

Nature of the consultancy

UNESCO Multisectoral Regional Office in Bangkok seeks the services of a youth-led/serving organization in Singapore to lead the design, implementation, progress monitoring and reporting of a maximum 16-month project aimed at enhancing inclusive education spaces for lesbian, gay, bisexual, transgender, intersex and queer (LGBTIQ+) youth learners in formal education institutions in Thailand.

Specific activities will include co-creating an advocacy approach with students/ student networks, building their advocacy skills for inclusion in education, working closely with them to carry out their advocacy activities and to share with their peers, members of their education community and the public about the results of their efforts and experiences of their advocacy journey. The advocacy initiatives carried out by young LGBTIQ+ students together with their allies will support dialogue with educators, parents, student-peers and other youth organizations for creating an enabling education climate that combats discrimination and violence on the basis of sexual orientation, gender identity or expression (SOGIE) and where all learners feel safe, included and valued.

I. Background:

School-related violence – including discrimination and exclusion – infringes on young people's right to education and to their good health and well-being. Yet global data highlighted by UNESCO in its global [2019 report](#) on school violence and bullying notes that children who are perceived to be 'different' in any way are more likely to be bullied, and that students seen as gender non-conforming, including those who are, or perceived to be LGBT, are more at-risk of school violence and bullying than those who fit into 'traditional' gender norms.

Recognizing that no country can achieve inclusive and equitable quality education for all if learners

experience violence or feel unwelcome at school, the Education for Health and Well-being team of UNESCO Multisectoral Regional Office in Bangkok is keen to engage with youth leaders and learners in the LGBTIQ+ community in Singapore to design and implement a suite of work that delivers on the following two outcomes:

- a) Youth members of LGBTIQ+ networks have strengthened technical and advocacy skills to promote the creation of LGBTIQ+ inclusive learning spaces; and,
- b) Learning spaces become more LGBTIQ+ inclusive through implementation of tools and approaches by LGBTIQ+ youth leaders, working in partnership with the education sector.

The project aims to ensure that LGBTIQ+ students and allies in education institutions (universities, vocational centres, schools etc) are empowered and supported in their leading roles as change agents for inclusion in their education setting. These are the youth leaders involved in advocacy approaches that engage their student peers in order to make their learning environments *more inclusive for all learners*, in particular those who identify as LGBTIQ+. Additional beneficiaries of this youth-led, social change-advocacy shall include the leadership and staff of education settings where youth leaders are implementing activities, with spill-over benefits to families and the general public.

To lead on the design, overall coordination, implementation, monitoring and reporting of country-level project(s) in Singapore, UNESCO Multisectoral Regional Office in Bangkok seeks to contract the expertise of a local youth-led or youth-serving organization.

II. Work Assignment

Under the overall authority of the Director, UNESCO Multisectoral Regional Office in Bangkok, the overall supervision of the Chief of Unit for Inclusive Quality Education, and the direct supervision/guidance of the Regional Advisor on Education for Health and Well-being, and working closely with relevant members of the Education for Health and Well-being Team (HWT), the contractor is expected to perform the following tasks:

- 1) Co-create with students, an advocacy approach and activities for LGBTIQ+ learner inclusion that responds to evidence of LGBTIQ+ learners' needs and priorities in their respective education setting(s). The advocacy approach should generate original advocacy products in various formats that are relevant to the local context;
- 2) Carry out a rapid mapping of the skills and other capacity-needs to be strengthened among LGBTIQ+ and ally students for them to implement their advocacy approach and activities in Task 1) above;
- 3) Design and deliver relevant skills/capacity-building workshop(s) for advocacy on LGBTIQ+ learner inclusion, that respond to the needs identified in the rapid mapping in Task 2) above;
- 4) Incorporate any new or adapted tools for advocacy on LGBTIQ+ learner inclusion in the delivery of skills/capacity-building workshop(s) in Task 3) above;
- 5) Provide overall coordination of and implementation support to LGBTIQ+ and ally students, of their advocacy approach, activities and products that have been co-created in Task 1) above. Amplify the reach of the advocacy through diverse (digital and non-digital) channels as appropriate;

- 6) Provide, *where relevant*, technical and/or financial support (e.g. through small grants) for students to implement their advocacy approaches, activities and products;
- 7) Track and document the progress of implementation by students of their advocacy approaches, activities and products through routine monitoring reports, stories or other means, capturing project reach and results in digital and non-digital formats (e.g. social media engagement; event participation lists etc.);
- 8) Share the achievements, challenges, lessons learned and next steps of students' advocacy efforts in an in-person meeting organized and funded by UNESCO Multisectoral Regional Office in Bangkok (date TBC in consultation with implementing partners).

III. Work Schedule and expected Deliverables

The contractor shall submit the following deliverables (submission dates provisional):

- 1) **Inception narrative report** containing: updated plan of the advocacy approach, implementation timeline and intended advocacy products; and, results of the rapid mapping of skills/capacity-building needs of the students who will implement advocacy activities (maximum 10, A4 pages, excluding annexes) (31 July 2023)
- 2) **Interim narrative progress report** on all project activities carried out up to that time, including status updates on: skills/capacity building workshops implemented with LGBTIQ+ and ally students; and, advocacy tools adapted or created for training activities (maximum 10, A4 pages, excluding annexes) (30 November 2023)
- 3) **Interim narrative progress report** on all project activities carried out up to that time, including status updates on: implementation by/with LGBTIQ+ and ally students of their advocacy approach, activities and products, including reporting on numbers reached and results achieved, (maximum 10, A4 pages, excluding annexes) (29 May 2024)
- 4) **Terminal report to close out the project**, covering all project activities carried out under the project, including reporting on how the efforts of the students are being promoted and disseminated, plans for next steps, and appendices of all advocacy products created, (maximum 25, A4 pages, excluding references and annexes) (29 November 2024)

IV. Duration of contract:

The contractor will be required to work for a maximum period of 16 months spanning the period **July 2023 to November 2024**.

V. Location and Travel:

The consultancy is home-based and will take place in the contractor's usual place of residence/work. Where travel is required by a representative(s) of the contracted organization for any UNESCO-organized meeting for the project, the relevant travel and meeting participation costs will be borne by UNESCO Multisectoral Regional Office in Bangkok.

The contractor will report directly to, and be supervised by the Regional Advisor for Education for Health and Well-being who will maintain regular communication using available channels (e.g. via email, Microsoft Teams, telephone etc.)

VI. Qualification and experience requirements:

Eligibility: The consultancy is open to suitably qualified youth-led or youth-serving institutions/ organizations working in Singapore according to **Annex I** of these TORs.

Qualification/experience requirements

The organization/institution:

Required:

- Must have minimum 3 years of related professional experience working with, or on behalf of young people, including LGBTIQ+ young people;
- Must have demonstrated subject matter expertise in one or more of the following: education, gender, human rights, social inclusion and social justice, public policy, social work or other social sciences. *This expertise must be demonstrated with at least two (2) references/supporting examples of relevant projects previously implemented.*
- IT infrastructure, software and devices to support remote meetings, communication and online/digital data collection, as appropriate.
- Must be able to engage in project implementation meetings with/organized by UNESCO, and provide written technical and financial project reports in the English language.

Desirable:

- *Demonstrated* previous experience working with the UN and/or other multilateral, bilateral or civil society development partners.
- *Demonstrated* previous experience working with formal education institutions, including with teachers and education personnel in leadership roles.

Personnel

Lead Consultant

Required:

- Advanced degree (at least Bachelor's degree) in any of the related areas: education, gender, human rights, development studies, public policy, social work or other social sciences or public health;
- Knowledge and experience (3 - 5 years) in relevant technical areas, including from among the following: youth development; gender equality and social inclusion; human rights literacy and access to justice; health and well-being equity.
- *Demonstrated* experience in project management in any of the technical areas mentioned above. *This expertise must be demonstrated with at least two (2) references/supporting examples of relevant projects previously managed.*
- Excellent analytical, writing and communication skills, *as demonstrated with at least one writing sample.*
- Fluency in spoken and written English.

Desirable:

- Understanding of the social and political sensitivities associated with youth sexual and reproductive health and rights; HIV responses, including the needs of young key populations; LGBTIQ+ inclusion; SOGIE-based discrimination and violence;
- *Demonstrated* previous experience in the design and delivery of interventions for youth mobilization and capacity-building among socially marginalized groups.
- *Demonstrated* previous experience working with formal education institutions, or with learners, teachers and other education personnel in formal learning settings.

Junior Team Members

Required:

- Minimum 1 year training or experience in a field related to civic engagement, education, social sciences or social justice work;
- *Demonstrated* experience in working with youth-led groups or networks, including for/with LGBTIQ+ young people. *This expertise must be demonstrated with at least one (1) reference/supporting example of relevant project implementation support.*

Desirable:

- Experience in creation and use of communication tools and approaches.

ANNEX I – Guidelines on the preparation and submission of Proposals.

Suitably qualified organizations that satisfy the eligibility criteria are invited to submit an Expression of Interest in these TORS, composed of both Technical and Financial Proposals.

Your entire Expression of Interest should not exceed 10, A4 pages, including reference to relevant examples/reports of successfully carrying out similar or comparable assignments.

A. Technical Proposal

Your technical proposal **must** include the following information:

1. A cover letter identifying relevant contact information (organizational name, telephone and email address) and why you are interested in the consultancy and the project area.
2. Description of your innovative approach to carrying out the consultancy that will include the compulsory tasks of the Work Assignment (Item II. of these TORs): ie. mapping of student advocacy skills gaps; skills-building workshop(s); co-creation of advocacy activities, products and messages; and, delivery of an advocacy campaign or other advocacy initiative, for, by and with LGBTIQ+ students.
3. Details on the targeted learning setting(s) (e.g. university, vocational centre, school etc.), the targeted students/ student networks of youth (with priority attention on young people under age 25) and any other partners and allies will be involved in the project, and their roles.
4. Timeline for delivering the key activities and expected deliverables.
5. Rationale as to why your organization is best suited to carry out this work with UNESCO's support, together with relevant examples that demonstrate your experience carrying out similar initiatives (see Item VI.) of these TORs on Qualifications and Experience Requirements).
6. CVs of all the qualified key personnel that will lead/contribute to this assignment, along with information on their respective role(s) in project coordination, implementation, monitoring and reporting (see Item VI. of these TORs on Qualifications and Experience Requirements).

B. Financial Proposal

Interested organizations may submit a price proposal for all project expenses related to the maximum 16-month implementation period.

Your financial proposal should provide an itemized, detailed breakdown of all costs associated with carrying out the consultancy, including: coordination/ management or running costs; training expenses, small grants to students/student networks to implement their advocacy activities; personnel hours for time on tasks delivered by relevant team members etc.

Note: At least 80 percent of the total project budget should go to activity costs, including small grants implemented by youth advocates themselves.

The complete Expression of Interest shall be submitted on or before 14 July 2023, 17h30 Bangkok time (GMT+ 7:00).

Note:

Please submit your application within the stipulated deadline to ige.bgk@unesco.org. Any Expressions of Interest submitted after the deadline will automatically be disqualified from the process.

Any inquiries about these TORS may also be addressed to ige.bgk@unesco.org.

Due to the large number of applications we receive, we are able to inform only the successful candidate(s) about the outcome or status of the selection process.