

## REQUEST FOR PROPOSALS

### Monitoring, Evaluation and Learning consultancy (Recife, Brazil)

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#### Summary of the consultancy

The Freedom Fund ([freedomfund.org](https://freedomfund.org)) is a global non-profit organisation that identifies and invests in the most effective frontline efforts to eradicate modern slavery in the countries and sectors where it is most prevalent. We work with frontline organisations to help protect vulnerable populations, liberate and reintegrate victims of slavery, and prosecute those responsible.

In 2018, a scoping study commissioned by the Freedom Fund found that the commercial sexual exploitation of children (CSEC) is a vast but invisible problem in Brazil. Estimates of prevalence range from 100,000 to 500,000 victims and the country has been estimated to have the second largest number worldwide of children exploited to service the sexual demands of locals and tourists. However, despite the staggering scale of the problem, CSEC remains almost invisible in the country. There is little official data recorded by law enforcement or government agencies. This lack of reliable data makes it extremely challenging to develop effective public policies. Further, the invisibility of child sexual exploitation is compounded by widespread community attitudes that either trivialise the problem or regard it as 'normal' practice.

In Brazil's Northeast region, a known sex tourist destination, a remarkable 22% of residents know someone under 18 who trades sex for money. The city of Recife – which has been referred to as the 'capital of inequality' – has the highest rate (63%) of sex workers who have entered the sex industry below the age of 18, and one in four children in the city live below the poverty line.

Building on the Freedom Fund's successful hotspot model, the Brazil CSEC hotspot program, *Com.Direitos*, will be working in direct partnership with local civil society, as well as in collaboration with local government and businesses, to drive the strategic changes needed to eradicate the commercial sexual exploitation of children in the Recife Metropolitan Region, and demonstrate a workable model that can be used in other regions of Brazil. To achieve this goal, the program has the following objectives:

1. Improved policies to confront CSEC and greater coordination among stakeholders to hold the government accountable for their implementation.
2. Scientific knowledge about CSEC and survivors' voices inform policies and programmatic responses.
3. Vulnerable children and survivors have more support, information, and skills to protect themselves from and safely exit from CSEC.
4. Social acceptance and demand for commercial sexual exploitation of children is decreased.
5. Frontline organisations and survivor groups are strengthened to work together and improve their responses to CSEC.

The Freedom Fund has selected 9 (nine) implementing partners to receive grants for implementing activities under the *Com.Direitos* program from July 2022 to December 2024, in the Recife Metropolitan Region. The program is funded by the U.S. Department of State's PEMS - Program to End Modern Slavery, UBS Optimus Foundation and Freedom Fund's core funds.

We are seeking a consultant to equip our 9 (nine) partner organisations in Brazil with the necessary tools and processes to have a stronger monitoring, evaluation, and learning (MEL) system in place, aligned with the Freedom Fund's MEL framework and the MEL framework of donors, to ensure that programs' results are meeting the hotspot's main strategic objectives and proposed outcomes. Simultaneously, we are looking to facilitate the hotspot team's data gathering process, by providing them with an automated way of collecting partners' reports and having them stored in an easily accessible database. The consultancy will address the following areas in four phases:

1. Assessment of partners' current MEL strategy, practice within projects funded by the Freedom Fund, and alignment with the Freedom Fund's MEL framework, donors' frameworks, and main program outcomes.
2. Development of MEL instruments that allow partner organisations to track progress in relation to main programmatic outcomes.
3. Development of an automated database to assist our hotspot team with managing MEL reports.
4. Delivering in-depth assistance through training and follow-up support.

The Freedom Fund anticipates this consultancy to be completed within a 4-month period, commencing in January, 2022. The exact time frame will depend on partner's internal schedule and availability to collaborate with the chosen consultant.

### Eligible applicants

Individuals, organisations, or teams with relevant experience in either designing, developing, or enforcing M&E frameworks for other international or local organisations or firms. Preference will be given to applicants who are fluent in Portuguese. The lead applicant must be a legally registered entity according to the laws of the country in which it operates. The Freedom Fund will have a preference for individual consultants and organisations locally based in Recife or other parts of Brazil, as long as they can easily travel to Recife to meet our partner organisations. Freedom Fund partner organisations in Brazil are not eligible to apply.

We will pay special attention to consultancy firms or individuals with lived experiences of modern slavery or other forms of labour exploitation, as well as teams whose members are drawn from communities who are most affected by modern slavery.

### Budget

A fee of up to USD 20,000 (including any relevant taxes) has been made available for this project. Budgets will be reviewed with respect to the strength of the proposal in meeting the project objectives in a cost-effective manner - we do not simply prioritise the lowest budget. This is a fee-for-service contract.

### Proposal deadline

**Proposals should be submitted via email to Matilde Chora ([mchora@freedomfund.org](mailto:mchora@freedomfund.org)) no later than December 9<sup>th</sup>, 2022. Proposals should be no more than 5 pages, plus CVs and annexes.**

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## Introduction to the Freedom Fund's CSEC Hotspot program in Recife, Brazil

The Freedom Fund ([freedomfund.org](https://freedomfund.org)) is a global non-profit organisation that identifies and invests in the most effective frontline efforts to eradicate modern slavery in the countries and sectors where it is most prevalent. We work with frontline organisations to help protect vulnerable populations, liberate and reintegrate victims of slavery, and prosecute those responsible.

Building on Freedom Fund’s successful hotspot model, the Brazil CSEC Hotspot program, Com.Direitos, works in direct partnership with local civil society, as well as in collaboration with local government and businesses to drive the strategic changes needed to eradicate the commercial sexual exploitation of children in the Recife Metropolitan Region. To achieve this goal, the program focuses on the following objectives:

<b>Program goal: To eradicate the commercial sexual exploitation of children in the Metropolitan Region of Recife, demonstrating a workable model for other areas of Brazil</b>		
<b>OBJECTIVE 1: Improved policies to confront CSEC and greater coordination among stakeholders to hold the government accountable for their implementation</b>		
<b>Outcomes</b>	<b>Outputs</b>	<b>Activities</b>
Government and civil society are more coordinated in tackling CSEC, set guidelines and targets and monitor their outcomes.	<ul style="list-style-type: none"> <li>Multi-institutional network strengthened for implementing coordinated responses and monitoring anti-CSEC policies.</li> <li>CSOs implement an advocacy strategy pursuing a set of agreed policy goals to advance efforts to tackle CSEC.</li> </ul>	<ul style="list-style-type: none"> <li>Support the coordination and networking of key coalitions such as the Network for Tackling Sexual Violence against Children in Pernambuco.</li> <li>Support the committees to combat trafficking in persons, child labour and CSEC for coordinated action in network.</li> <li>Support the development of State and Municipal anti-CSEC plans and monitoring systems.</li> <li>Support CSOs in developing and implementing a policy advocacy strategy at local and national levels.</li> <li>Support children to advocate for their rights</li> </ul>
<b>OBJECTIVE 2: Scientific knowledge about CSEC and survivors' voices inform policies and programmatic responses.</b>		
<b>Outcomes</b>	<b>Outputs</b>	<b>Activities</b>
Local decision makers and frontline organisations use the latest available evidence to guide responses to tackle CSEC	<ul style="list-style-type: none"> <li>Rigorous evidence and locally relevant recommendations are generated from research and shared with policy makers and frontline organisations</li> </ul>	<ul style="list-style-type: none"> <li>Baseline and endline prevalence studies, narrative study centred on the voices of survivors, formative research on social norms and behaviours of CSEC perpetrators, and research into online child sexual exploitation.</li> <li>Midterm review and final evaluation of the effectiveness of the strategies.</li> <li>Share and encourage uptake of research findings through launch events and ongoing consultations between external researchers and local stakeholders, including NGO leaders, government officials, survivors and members of affected communities.</li> </ul>
<b>OBJECTIVE 3: Survivors and vulnerable children have more support, information, and skills to protect themselves from and safely exit CSEC.</b>		
<b>Outcomes</b>	<b>Outputs</b>	<b>Activities</b>
Vulnerable children and survivors have greater access to information, comprehensive care, education and productive inclusion opportunities.	<ul style="list-style-type: none"> <li>Frontline services and professionals - including social care, health, education, law enforcement and judicial system - are better equipped to identify, support and advocate for vulnerable children and survivors of CSEC.</li> <li>Vulnerable children have more resources to prevent CSEC and a more protective family and community environment.</li> <li>Children at risk and survivors of CSEC have access to specialised services for their rehabilitation and reintegration.</li> </ul>	<ul style="list-style-type: none"> <li>Train staff of child protection services in specialised comprehensive care for CSEC survivors.</li> <li>Train teachers and health professionals to sensitise children for self-protection and to identify, report, and assist children at risk and victims of CSEC and refer them to the network of services.</li> <li>Disseminate prevention information to children in vulnerable communities through peer education.</li> <li>Strengthen the capacities of families and communities to protect children from the risk of CSEC.</li> <li>Teach self-protection skills for at-risk children.</li> <li>Provide legal, psychosocial, and therapeutic support, training and support for inclusion in schools and in the world of work to CSEC survivors and children at-risk.</li> </ul>
<b>OBJECTIVE 4: Social acceptance and demand for commercial sexual exploitation of children is decreased</b>		
<b>Outcomes</b>	<b>Outputs</b>	<b>Activities</b>
Businesses in sectors with high prevalence of CSEC improve their anti-CSEC practices and policies	<ul style="list-style-type: none"> <li>Businesses engaged in the program make commitments and take action against CSEC.</li> </ul>	<ul style="list-style-type: none"> <li>Evaluate the implementation of the code of conduct in the tourist trade and focus on monitoring compliance.</li> <li>Disseminate the experience of implementing the Tourism Trade Code of Conduct to other sectors.</li> </ul>
CSEC is seen as unacceptable violence and society is more vigilant and protective of children.	<ul style="list-style-type: none"> <li>Increased awareness of the reality and harms of sexual abuse and exploitation of girls.</li> </ul>	<ul style="list-style-type: none"> <li>Building on findings from norms and formative studies, carry out behaviour change campaigns in traditional and social media and in communities, targeting different audiences.</li> <li>Raise awareness in communities about CSEC through artistic languages.</li> </ul>

Law enforcement officials are better prepared to conduct investigations of CSEC-related cases and prosecute perpetrators.	<ul style="list-style-type: none"> <li>Municipalities are able to implement the Protected Listening Law (Law 13.431/17) to increase child protection and accountability of perpetrators.</li> </ul>	<ul style="list-style-type: none"> <li>Support the State and municipalities in implementing the Law on Protected Listening and Special Testimony for Child Victims of Violence.</li> <li>Training law enforcement officials on tackling CSEC, including training on human rights of CSEC victims, updated provisions in the legislation regarding CSEC and trafficking in persons and case studies of successful convictions; joint workshops between civil society and law enforcement officials to develop joint action plans.</li> </ul>
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**OBJECTIVE 5: Frontline organizations and survivor groups are strengthened to work together and improve their responses to CSEC.**

Outcomes	Outputs	Activities
CSO in the hotspot are strengthened in their financial and programmatic capacities.	<ul style="list-style-type: none"> <li>Implementing partners attend training and receive technical and finance advice offered by the Freedom Fund and technical assistance partners.</li> <li>Community of Practice (CoP) facilitated to build trust, share, and develop best practices</li> </ul>	<ul style="list-style-type: none"> <li>Due diligence and assessment of capacity building needs.</li> <li>Train partner organisations and provide technical assistance on financial, programmatic management, safeguarding, risk management, advocacy, child sexual exploitation and trafficking.</li> <li>Facilitate regular community of practice for program partners and allies to share learnings</li> <li>Annual meetings with stakeholders and workshops with experts and advisors</li> </ul>
Voices of children and survivors are included at the centre of the anti-CSEC movement	<ul style="list-style-type: none"> <li>Children and survivors are supported to be leaders and advocate for their rights</li> </ul>	<ul style="list-style-type: none"> <li>Promote the engagement of children, young people and survivor leaders in program and policy development and monitoring</li> <li>Leadership training for children and survivors under the Freedom Rising Program and NGOs leadership programs</li> </ul>

## Consultancy objectives

The main objective of this consultancy is to improve our 9 (nine) partner organisations’ MEL system, in accordance with the program’s main outcomes, to strengthen the Brazil hotspot program’s ability to demonstrate the impact of its approach. This will include the development of high-level quality tools capable of measuring the impact produced in participants that have undergone our partners’ programmatic activities, training partner organisations on the utilisation of MEL instruments and ensuring that meaningful and verifiable data is collected for the MEL needs of our partners’ programs.

The key objectives of this consultancy are to:

- Build partner organisations’ knowledge on main MEL terms, topics and processes.
- Understand the partners’ current MEL strategy, practice within projects funded by the Freedom Fund, and alignment with both the Freedom Fund’s and donors’ MEL frameworks and main program outcomes, including points of convergence and differentiation between different partners.
- Strengthen partner organisations’ MEL tools and processes for collection of quantitative and qualitative data registering individual progress against main program outcomes.
- Strengthening the Freedom Fund’s Brazil team capacity of managing all reports and data collected by partner organisations.

## Scope of work and draft timeline of deliverables

In summary, the chosen applicant will be responsible for:

- Undertake a review that assesses and makes recommendations for improvement in the following areas:
  - Current theory of change employed for the Freedom Fund hotspot program, including whether it is robust and well-understood by relevant staff.

- b. The different areas of impact/ main outcomes by partners' projects funded by the Freedom Fund, and the MEL strategy associated with each area of impact/ programmatic outcome.
  - c. Current MEL processes, practices, and tools implemented by the 9 (nine) partner organisations, including degree of alignment with Freedom Fund monitoring and reporting frameworks and main program outcomes.
- 2) Based on the assessment of partners' MEL practices, developing a program-informed MEL framework, including:
- a. A MEL plan tailored to the Freedom Fund's program/projects, establishing which data ought to be generated, when and by whom, to provide evidence of the impact produced in relation to program's different outcomes and respond to donor reporting requirements.
  - b. Developing MEL tools necessary for implementing the MEL plan with the purpose of:
    - i. Enabling the generation of data necessary to prove the program's impact against its main outcomes, to complement existing Freedom Fund monitoring and reporting frameworks
    - ii. Capturing program impact effectively, particularly outcome level impact.
- 3) Developing an automated database to assist our hotspot team with managing MEL reports, to facilitate effective supervision, quality control of program implementation by senior leadership and reporting to donors.
- 4) Provide training, remotely and/or in-person, to each partner as required.
- 5) Provide suggestions to be considered in the design of the program's mid-term review.

The project is expected to be completed within a 4-month period, commencing in January 2022. The proposed timeline is merely indicative, depending on when a consultant is hired:

	January 23	February 23	March 23	April 23
1)				
2)				
3)				
4)				
5)				

Assessment	Assistance	Database development	Training	Suggestions
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Expected deliverables:

- i. MEL plan for the program, integrating Freedom Fund's and donor's framework, by 30<sup>th</sup> January 2023.
- ii. MEL plan and MEL/data collection tools developed in collaboration with each partner organisation by:
  - a. 28<sup>th</sup> February 2023, for 3 (three) partner organisations funded by the U.S Department of State.
  - b. 30<sup>th</sup> March 2023, for the 6 (six) remaining partners.
- iii. Database developed, and partners trained on the use of the database by 30<sup>th</sup> April 2023.

Estimated hours to complete the proposed project scope:

- Review of program materials and Freedom Fund and donors MEL frameworks: up to 40 hours total
- Review of projects and MEL processes, practices, and tools of each partner organisation: up to 16 hours per partner
- Development of program MEL plan: up to 30 hours total
- Development of MEL plan and tools for each partner organisation: up to 16 hours per partner
- Development of database: up to 40 hours total

Total estimated hours: up to 398 hours

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## Criteria for assessing applications

The Freedom Fund seeks an energetic, thoughtful, and committed consultant. The successful candidate will have experience in designing monitoring, evaluation and learning systems, tools, and processes in an international development/humanitarian environment.

### Qualifications and experience

#### Essential

- Knowledge or exposure to relevant concepts such as commercial sexual exploitation, forced labour, human trafficking, labour exploitation, migration, community development, rights-based interventions, etc.
- Experience with designing monitoring, evaluation and learning systems, tools, and processes in an international development/humanitarian environment.
- Significant experience working with Brazilian civil society organisations and/or international donors.
- Significant experience providing training and capacity building, especially in the MEL context.
- Fluency in Portuguese.

#### Desirable

- Degree in social sciences, social work, human rights and preferably with a focus on protection/ child protection/ child rights.
- Familiarity with Brazil's economic, political, or sociological factors that promote the prevalence of commercial and sexual exploitation of children and adolescents, especially within the Recife Metropolitan Area.
- Good level of written and spoken English.

#### Personal attributes

- Ability to build relationships with a wide range of individuals and stakeholders.
- Ability to work independently, displaying strong initiative in solving day-to-day problems with limited direction.

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## Submission process

Interested consultants or firms are requested to submit:

- Proposed approach and workplan with draft timeline;
- Detailed budget for proposed costs including all taxes liable to be paid, transport, per diem costs and translations' costs;

- Capability statement demonstrating how they meet the required qualifications and competencies;
- Copies of Curriculum Vitae (CVs);

**Proposals should be submitted via email to Matilde Chora ([mchora@freedomfund.org](mailto:mchora@freedomfund.org)) no later than December 9th, 2022. Proposals should be no more than 5 pages, plus CVs and annexes.**

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## Proposals timeline and submission instructions

<b>By December 9th</b>	<b>Final proposals due.</b> Please submit all documents to Matilde Chora at <a href="mailto:mchora@freedomfund.org">mchora@freedomfund.org</a> with “Application for MEL consultancy service in Brazil” as the email subject line.
December 14	All shortlisted candidates will be notified.
Thursday 15	Probable date for interviews with shortlisted candidates.
December 16	Probable date for announcement of selected candidate.

All documents and data collected will be treated as confidential and used solely to facilitate analysis. All those contracted by The Freedom Fund must agree to sign and abide by the safeguarding policy

The Freedom Fund is an equal opportunities employer. In line with our values of respect, agility, and excellence, we value the strength of a diverse workforce and encourage applications from people with disabilities, Black, Asian or Minority Ethnic (BAME) backgrounds, and from different socio-economic backgrounds. Applicants must be eligible to work in Brazil.

**The Freedom Fund is committed to the importance of meaningful survivor inclusion and leadership. As such, particular consideration will be given to applicants with lived experience of trafficking and/or forms of modern slavery.**

*The Freedom Fund prioritises Safeguarding. As part of our commitment to the protection of children and vulnerable people in our work, any offer of employment with the Freedom Fund will be subject to satisfactory pre-employment checks to ensure we recruit only those who are suitable to work with children and vulnerable persons. These checks include Disclosure and Barring Service and/or International Criminal Records Checks, satisfactory references, proof of eligibility to work in the national location of this role and checks against the Office of Foreign Assets Control data list (OFAC) which highlights any connections to terrorism or trafficking. Any offer of employment or consultancy with The Freedom Fund will only be made following both successful background checks being conducted on the applicant and upon receipt of satisfactory pre-employment checks by former employers. Such checks may be updated periodically during the course of the period of employment or consultancy. By submitting a formal application, you agree to the Freedom Fund carrying out these checks.*