

TRINIDAD AND TOBAGO
BECOMING A WOMAN: CREATING SAFE SPACES FOR
AT-RISK GIRLS AND YOUNG WOMEN IN TRINIDAD AND TOBAGO
TT-T1050

TERMS OF REFERENCE
PROJECT COORDINATOR

I. Background

- 1.1 The objective of the project is to reduce the influence of social norms that perpetuate the social and economic exclusion of girls and young women in the East Port of Spain region of Port of Spain, Maloney and in Princes Town in the Southern region of the country. The project will finance the costs of establishing Safe Spaces for the delivery of a set of innovative and replicable interventions for the development of life skills and self-identity of girls and young women which will develop community support for girls' management of their sexuality, personal safety, and social and economic well-being. The project will pilot a methodology of outreach to adolescent girls proposed by the Network of NGOs of Trinidad and Tobago for the Advancement of Women that, if successful, will be incorporated into the Community Education module of the Women's City Centre Programme to be approved in 2014 (TT-L1037) .
- 1.2 Experiences with the Safe Spaces model have been limited in Latin America and the Caribbean. The most well-known model was adapted for Indigenous Guatemalan girls by the international NGO Population Council from African (Burkina Faso; Egypt; Ethiopia; Ghana; Kenya; South Africa; and Uganda) and South Asian (Bangladesh and India) experiences with the creation of these spaces. According to the Population Council, "a 'safe space' generally means a girl-only space...[because] public spaces are often inhabited largely by men ." Known as Abriendo Oportunidades (Opening Opportunities), the Guatemalan program has yet to be evaluated quantitatively for its impacts on girls' empowerment, but qualitative evaluations show improvements in girls' future planning (pregnancy planning and career); knowledge (in the areas of sex and sexuality and violence against women); and financial literacy and savings. This project, therefore, will be the first known girls' empowerment program of its kind in Trinidad and Tobago and will borrow some elements of the Abriendo Oportunidades model, as the goal is to improve outcomes for girls in similar areas (future planning; knowledge; and financial literacy and savings).

II. Objective

- 2.1 The objective of the consultancy is to ensure proper management of the resources made available through the present technical cooperation project so as to guarantee that the proposed objectives are met on time and in the manner established in the approved Project's documentation. This management should be carried out proactively and cooperatively in accordance with Bank policies.

III. Characteristics of the Consultancy

- 3.1 Type:** Individual
- 3.2 Duration:** 30 months during the period April 1, 2014 through November 30, 2016
- 3.3 Place of Work:** Trinidad and Tobago. The candidates should provide her/his own laptop computer.

- 3.4 Minimum Profile.** Candidates will be evaluated who fulfill all of the following minimum requirements:
- a. **Education .** Master’s Degree in project/program or business administration, project management or related fields or PMP certification;
 - b. **General Experience.** Three years minimum experience in the direction or coordination of projects/programs of at least US \$1 million dollars in Latin America and/or the Caribbean financed in whole or in part by a multilateral lender (e.g., World Bank, IDB, CDB).
 - c. **Specific Experience.** Three years minimum experience in the direction or coordination of social projects (e.g., poverty reduction, gender equality, youth development, population-based climate change mitigation).
 - d. **Qualification .** The CVs of candidates who fulfill all of the minimum requirements named above will be qualified as follows:

	CRITERION	MAXIMUM POINTS
EDUCATION	10 point for a PHD and 5 point for every additional, relevant Master’s degree	10
GENERAL EXPERIENCE	5 points for each year over the 3 year minimum (specific experience points are not double-counted)	40
SPECIFIC EXPERIENCE	10 points for every year over the 3 year minimum for the direction or coordination of social projects (general experience points are not double counted)	50
TOTAL		100

- e. Tie breaker criteria:
 - i. In case of a tie, the person with more specific experience will prevail.
 - ii. In the case that the tie persists, the candidate with the most general experience will prevail.

IV. Activities

- 4.1 In order to carry out the above-described objective, the consultant is responsible for carrying out the following minimum activities:
- a. Procurement policies and the provisions established in the Project Procurement Plan.
 - b. Ensure Establish strategies to ensure the adequate execution of the project’s technical, procurement, financial, administrative and operational objectives as described in the Project Document and contract with the IDB.
 - c. Verify the appropriate use and management of Project funds in accordance with IDB institutional that the various documents and any changes to these documents required for Project Management, like the Procurement Plan, are consistent with the Project Results Matrix and the contract signed with the IDB.
 - d. Carry out continued follow-up on Project progress and execution and formulate proactive solutions or mitigation strategies for issues that could interfere with the fulfillment of the project’s goals.
 - e. Inform the Bank, as required, of situations that may affect substantially the adequate execution of the Project or that put the Project’s goals at risk.
 - f. Lead the elaboration of action plans that will be derived from the Project’s risk analysis, IDB Supervision visits, the project contract or observations from related entities and make opportune follow-up and adjustment of the action plans.
 - g. Assist the Network of NGOs in the realization of activities necessary for the creation of a Program Executing Unit that will be headed by the Project Coordinator and include a procurement specialist and a financial specialist. The Project Coordinator will be responsible for creating and maintaining the Executing Unit and assuring the expertise and fitness of each

of its members. The Executing Unit will be responsible for the implementation of the Women's City Center loan.

- h. Coordinate and supervise the work of members of the Program Executing Unit (PEU).
- i. Coordinate internal and external meetings required for the adequate execution of the Project. Most importantly, under Component 1 of this Technical Cooperation, the Project Coordinator will be responsible for organizing mentorship activities in each of the communities included in the project.
- j. Assure that all documentation sent to the Bank is consistent and includes the respective supporting documentation.
- k. Submit bi-monthly (every other month) follow-up reports on Project execution. The content of these reports is described in paragraph 7.4.
- l. Follow-up on the activities and deliverables of consultants contracted under the Project, assuring the quality of deliverables and the completion and payment of each contract. Contract payment is requested by the IDB Project Team Leader.
- m. Provide all data requested for Component 3 of the study.
- n. Document progress, negotiated adjustments or changes to the project design and execution through the creation of aide memoire, meeting minutes or other communications that should be included as supports to bi-monthly reporting.
- o. Assure the adequate management and filing of Project documentation.
- p. Carry out activities to strengthen institutional management within the Executing Agency.

V. Products and Reports

- 5.1 Bi-monthly reports and a final report. These reports should include at a minimum: general activities (including mentoring activities), consultant contracting and execution updates, accomplishments, difficulties and solutions proposed, lessons learned, considerations for the next 2 month period, conclusions and recommendations. Annexes should include: consultancy deliverables with comments; newly signed consultant contracts; proposed changes to the Procurement Plan; meeting minutes and aide memoires; or other important communications.
- 5.2 The reports should be submitted by e-mail in English and the Coordinator should confirm IDB receipt of the report by phone.

VI. Payments

- 6.1 Payments are as follows:
 - a. 10% of the total value of the contract will be paid on contract signing and submission of a work plan, with IDB approval;
 - b. 80% of the total value of the contract will be paid on receipt and IDB approval of each bi-monthly reports and the final report (5 reports at 14% each report);
 - c. 10% of the total value of the yearly contract will be paid annually on the delivery of Project disbursement milestones, as long as disbursements are no more than 15% above or below the planned goal. For 2014, these milestones will be set for May (5%) and October (5%). This value (paragraph 8.3) will be paid in its entirety as soon as the consultant and the IDB confirm the accomplishment of the disbursement goal, as long as the goal is met on or before October 2014. In the case that the disbursements do not reach the specified range, no payment will be made.
- 6.2 The contract includes all travel costs.

VII. Coordination

- 7.1 The coordination and supervision of this contract is the responsibility of the Network of NGOs of Trinidad and Tobago for the Advancement of Women; Hazel Brown hazangbrown@tstt.net.tt, +868.627.4807 or +868.686.7710.

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TERMS OF REFERENCE
SPORTS COACH

I. Background

- 1.1 The objective of the project is to reduce the influence of social norms that perpetuate the social and economic exclusion of girls and young women in the East Port of Spain region of Port of Spain, Maloney and in Princes Town in the Southern region of the country. The project will finance the costs of establishing Safe Spaces for the delivery of a set of innovative and replicable interventions for the development of life skills and self-identity of girls and young women which will develop community support for girls' management of their sexuality, personal safety, and social and economic well-being. The project will pilot a methodology of outreach to adolescent girls proposed by the Network of NGOs of Trinidad and Tobago for the Advancement of Women that, if successful, will be incorporated into the Community Education module of the Women's City Centre Programme to be approved in 2014 (TT-L1037) .
- 1.2 Experiences with the Safe Spaces model have been limited in Latin America and the Caribbean. The most well-known model was adapted for Indigenous Guatemalan girls by the international NGO Population Council from African (Burkina Faso; Egypt; Ethiopia; Ghana; Kenya; South Africa; and Uganda) and South Asian (Bangladesh and India) experiences with the creation of these spaces. According to the Population Council, "a 'safe space' generally means a girl-only space...[because] public spaces are often inhabited largely by men ." Known as Abriendo Oportunidades (Opening Opportunities), the Guatemalan program has yet to be evaluated quantitatively for its impacts on girls' empowerment, but qualitative evaluations show improvements in girls' future planning (pregnancy planning and career); knowledge (in the areas of sex and sexuality and violence against women); and financial literacy and savings. This project, therefore, will be the first known girls' empowerment program of its kind in Trinidad and Tobago and will borrow some elements of the Abriendo Oportunidades model, as the goal is to improve outcomes for girls in similar areas (future planning; knowledge; and financial literacy and savings).

II. Objective

- 2.1 The objective of the consultancy is to ensure the safe and organized instruction of a team sport (football, cricket, basketball, etc.) to girls aged 10-17 in the community of East Port of Spain; Maloney; or Princes Town.

III. Characteristics of the Consultancy

- 3.1 **Type:** Individual
- 3.2 **Duration:** 25 months during the period April 1, 2014 through November 30, 2016
- 3.3 **Place of Work:** Trinidad and Tobago. In EPO; Basilon St. Community Centre or All Stars Pan Yard will be used as sports program safe spaces for the project's activities. In Maloney, Maloney Community Centre will be a sports program safe space. And finally in Princes Town: Cunjul

Community Centre (Barackpore); La Gloria Community Centre (New Grant); and Princes Town Community Centre will be dedicated sports safe spaces.

- 3.4 **Minimum Profile.** Candidates will be evaluated who fulfill the following minimum requirements:
- 3.5 **Education.** Bachelor’s degree in exercise physiology; sports or similar area OR more than 1 year specific experience (see below);
- 3.6 **General Experience.** Three years minimum experience in the coaching of competitive adolescent sports teams with positive recommendations
- 3.7 **Specific Experience.** One year minimum experience in the coaching of competitive or non-competitive adolescent or women’s sports teams, with positive recommendations.
- 3.8 **Qualification.** The CVs of candidates who fulfill all of the minimum requirements named above will be qualified as follows:

	CRITERION	MAXIMUM POINTS
EDUCATION	10 points for a PHD and 5 point for every additional, relevant Master’s degree	10
GENERAL EXPERIENCE	5 points for each year over the 3 year minimum (specific experience points are not double-counted)	40
SPECIFIC EXPERIENCE	10 points for every year over the 1 year minimum (general experience points are not double counted).	50*
TOTAL		100

* If used in fulfillment of education requirement, maximum points to be earned for specific experience are 60.

- 3.9 Tie breaker criteria:
- i. In case of a tie, the person with more specific experience will prevail.
 - ii. In the case that the tie persists, the candidate with the most general experience will prevail.

IV. Activities

- 4.1 In order to carry out the above-described objective, the consultant is responsible for carrying out the following minimum activities:
- a. **Work with the Co-Coach to create a sports training development plan for girls and young women aged 10-17.** In collaboration with the second sports coach, the consultant is responsible for the design of the sports program, practice contents and local tournament schedule. The plan must be shared with the families of all participants and include a code of conduct¹, both for team members and coaches, that will be displayed at the practice location and reviewed before each practice.
 - b. **Provide sports instruction to a maximum of 200 girls for 2 hours, 3 afternoons weekly.** Sports teams and practice groups will be arranged by age, 10-14 years and 15-17 years. The coach will be responsible for instructing participants in the basic rules and strategy of the sport, but most importantly for improving participant’s physical fitness with drills and other preparation. Practice will be provided 3 days per week for 2 hours each session at a security personnel staffed community Safe Space location. The team practice start and end dates will correspond to the three school terms for the year and each term will be counted as a season.
 - c. **Ensure Attendance of Team Members at Mandatory Sex and Sexuality and Life Skills courses after practice.** The consultant will be responsible for taking attendance at each practice session both before and after practice and will ensure participants’ participation in sex

¹ The Code of Conduct must include team member and coach responsibilities, definition of sexual harassment and misconduct, reporting procedures and clear sanctions for such behavior both between team members and between coaches and team members.

and sexuality or life skills sessions on the days these are provided after practice. Girls and young women, who do not attend at least 80% of the mandatory sessions, will not be permitted to participate in the sports program in the following term. She will be incorporated into the exercise program until the following term. Fulfillment of this responsibility will require close collaboration with the local sex and sexuality instructor.

- d. **Identify, recruit and assign tasks to appropriately vetted community volunteers to support the sports program.** The project will provide two sports coaches for each community to be served by the project. The coaches are responsible for identifying appropriate community adult volunteers to assist with tasks (e.g., supervision or large practice groups; assist with drills; distributing refreshments during team practices, etc.). Volunteers must be vetted (background checked and personal data registered) and approved by the Network of NGOs for the Advancement of Women before they can begin working as registered volunteers.
- e. **Organize local tournaments to designate teams for a yearly inter-community tournament to be organized by the Network of NGOs.** The consultant will be responsible for the organization of at least 2 local sports tournaments for the girls' teams. Small trophies will be provided for these "qualifying" events and the winners of these events will take part in the three-community tournament to be organized by the Network of NGOs, area coordinators and coaches from all three communities, East Port of Spain, Maloney and Princes Town.

V. Products and Reports

- 5.1 Yearly sports training plans. The Plans, submitted at the start of each school year, should detail the planned contents of practice training for the year, goals and tournament schedule. Each year's plan should include adjustments for improvements in physical fitness in participant girls.
- 5.2 Bi-monthly reports and a final report. These reports should include at a minimum: general activities, accomplishments, difficulties and solutions proposed, lessons learned, considerations for the next 2 month period, conclusions and recommendations. Annexes should include: attendance records; tournament results; and equipment inventory. The final report should speak to the extent to which the program met goals as presented in the yearly Plan.
- 5.3 The reports should be submitted by e-mail in English and the Coordinator should confirm Network receipt of the report by phone.

VI. Payment

- 6.1 Payments will be as follows:
 - a. 10% of the total value of the contract will be paid on contract signing and submission of a work plan, with IDB approval.
 - b. 80% of the total value of the contract will be paid on receipt and IDB approval of each bi-monthly reports and the final report (5 reports at 14% each report).
 - c. 10% of the total value of the yearly contract will be paid annually on the delivery of the final report.
- 6.2 The contract includes all travel costs to the consultant of arriving at the practice site.

VII. Coordination

- 7.1 The coordination and supervision of this contract is the responsibility of the Network of NGOs of Trinidad and Tobago for the Advancement of Women; Hazel Brown hazangbrown@tstt.net.tt, +868.627.4807 or +868.686.7710.

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TERMS OF REFERENCE
AREA COORDINATORS

I. Background

- 1.1 The objective of the project is to reduce the influence of social norms that perpetuate the social and economic exclusion of girls and young women in the East Port of Spain region of Port of Spain, Maloney and in Princes Town in the Southern region of the country. The project will finance the costs of establishing Safe Spaces for the delivery of a set of innovative and replicable interventions for the development of life skills and self-identity of girls and young women which will develop community support for girls' management of their sexuality, personal safety, and social and economic well-being. The project will pilot a methodology of outreach to adolescent girls proposed by the Network of NGOs of Trinidad and Tobago for the Advancement of Women that, if successful, will be incorporated into the Community Education module of the Women's City Centre Programme to be approved in 2014 (TT-L1037) .
- 1.2 Experiences with the Safe Spaces model have been limited in Latin America and the Caribbean. The most well-known model was adapted for Indigenous Guatemalan girls by the international NGO Population Council from African (Burkina Faso; Egypt; Ethiopia; Ghana; Kenya; South Africa; and Uganda) and South Asian (Bangladesh and India) experiences with the creation of these spaces. According to the Population Council, "a 'safe space' generally means a girl-only space...[because] public spaces are often inhabited largely by men ." Known as Abriendo Oportunidades (Opening Opportunities), the Guatemalan program has yet to be evaluated quantitatively for its impacts on girls' empowerment, but qualitative evaluations show improvements in girls' future planning (pregnancy planning and career); knowledge (in the areas of sex and sexuality and violence against women); and financial literacy and savings. This project, therefore, will be the first known girls' empowerment program of its kind in Trinidad and Tobago and will borrow some elements of the Abriendo Oportunidades model, as the goal is to improve outcomes for girls in similar areas (future planning; knowledge; and financial literacy and savings).

II. Objective

- 2.1 The objective of the consultancy is to ensure appropriate coordination of activities in each of the designated locations – EPoS, Princes Town and Maloney, ensuring that stated programme objectives are met on time and in the manner established in the approved Project's documentation. This management should be carried out proactively and cooperatively in accordance with Bank policies.

III. Characteristics of the Consultancy

- 3.1 **Type:** Individual
- 3.2 **Duration:** 25 months during the period April 1, 2014 through November 30, 2016
- 3.3 **Place of Work:** Trinidad and Tobago.

- 3.4 **Minimum Profile.** Candidates will be evaluated who fulfill the following minimum requirements:
- 3.5 **Education.** Master’s degree in Business Administration or related field.
- 3.6 **General Experience.** Three years minimum experience in the Coordination of social programs
- 3.7 **Specific experience.** Four years minimum experience in the coordination on youth programs
- 3.8 **Qualification .** The CVs of candidates who fulfill all of the minimum requirements named above will be qualified as follows:

	CRITERION	MAXIMUM POINTS
EDUCATION	10 points for a PHD and 5 point for every additional, relevant Master’s degree	10
GENERAL EXPERIENCE	5 points for each year over the 3 year minimum (specific experience points are not double-counted)	40
SPECIFIC EXPERIENCE	10 points for every year over the 1 year minimum (general experience points are not double counted).	50
TOTAL		100

- 3.9 Tie breaker criteria:
- In case of a tie, the person with more specific experience will prevail.
 - In the case that the tie persists, the candidate with the most general experience will prevail.

IV. Activities

- 4.1 In order to carry out the above-described objective, the consultant is responsible for carrying out the following minimum activities:
- Community and Partner mobilization.
 - Create, manage and monitor three (3) support groups for out of school young women in each community.
 - Create, manage and monitor three (3) safe spaces for girls in each community.
 - Create, manage and monitor one (1) mentorship programme in each community.
 - Organize, manage and monitor monthly Caravan/Workshops/Fora for men and boys and extended family regarding gender issues, reproductive health and right relationships.

V. Products and Reports

- 5.1 Bi-monthly reports and a final report.
- 5.2 The reports should be submitted by e-mail in English and the Coordinator should confirm Network receipt of the report by phone.

VI. Payments

- 6.1 Payments will be as follows:
- 10% of the total value of the contract will be paid on contract signing and submission of a work plan, with IDB approval;
 - 80% of the total value of the contract will be paid on receipt and IDB approval of each bi-monthly reports and the final report (5 reports at 14% each report);
 - 10% of the total value of the yearly contract will be paid annually on the delivery of the final report.
- 6.2 The contract includes all travel costs to the consultant of arriving at the practice site.

VII. Coordination

- 7.1 The coordination and supervision of this contract is the responsibility of the Network of NGOs of Trinidad and Tobago for the Advancement of Women; Hazel Brown hazangbrown@tstt.net.tt, +868.627.4807 or +868.686.7710.

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TERMS OF REFERENCE
EXERCISE AND NUTRITION INSTRUCTORS

I. Background

- 1.1 The objective of the project is to reduce the influence of social norms that perpetuate the social and economic exclusion of girls and young women in the East Port of Spain region of Port of Spain, Maloney and in Princes Town in the Southern region of the country. The project will finance the costs of establishing Safe Spaces for the delivery of a set of innovative and replicable interventions for the development of life skills and self-identity of girls and young women which will develop community support for girls' management of their sexuality, personal safety, and social and economic well-being. The project will pilot a methodology of outreach to adolescent girls proposed by the Network of NGOs of Trinidad and Tobago for the Advancement of Women that, if successful, will be incorporated into the Community Education module of the Women's City Centre Programme to be approved in 2014 (TT-L1037) .
- 1.2 Experiences with the Safe Spaces model have been limited in Latin America and the Caribbean. The most well-known model was adapted for Indigenous Guatemalan girls by the international NGO Population Council from African (Burkina Faso; Egypt; Ethiopia; Ghana; Kenya; South Africa; and Uganda) and South Asian (Bangladesh and India) experiences with the creation of these spaces. According to the Population Council, "a 'safe space' generally means a girl-only space...[because] public spaces are often inhabited largely by men ." Known as Abriendo Oportunidades (Opening Opportunities), the Guatemalan program has yet to be evaluated quantitatively for its impacts on girls' empowerment, but qualitative evaluations show improvements in girls' future planning (pregnancy planning and career); knowledge (in the areas of sex and sexuality and violence against women); and financial literacy and savings. This project, therefore, will be the first known girls' empowerment program of its kind in Trinidad and Tobago and will borrow some elements of the Abriendo Oportunidades model, as the goal is to improve outcomes for girls in similar areas (future planning; knowledge; and financial literacy and savings).

II. Objective

- 2.1 The objective of the consultancy is to ensure delivery of Health, Nutrition and Physical learning and activities for young women in the community as stated in the project document, to girls and women in the three communities of EPOS, Princes Town and Maloney.

III. Characteristics of the Consultancy

- 3.1 **Type:** Individual
- 3.2 **Duration:** 25 months during the period April 1, 2014 through November 30, 2016
- 3.3 **Place of Work:** Trinidad and Tobago.
- 3.4 **Minimum Profile.** Candidates will be evaluated who fulfill the following minimum requirements:
- 3.5 **Education.** Certification or Bachelor's degree in public health; nutrition; exercise physiology or related field.

- 3.6 **General Experience.** Three years minimum experience in the delivery of nutrition courses or classes at the community level, in either public or private settings
- 3.7 **Specific Experience.** One year minimum experience in the delivery of nutrition and exercise classes to adolescents.
- 3.8 **Qualification.** The CVs of candidates who fulfill all of the minimum requirements named above will be qualified as follows:

	CRITERION	MAXIMUM POINTS
EDUCATION	10 points for a MA and 5 point for every additional, relevant Bachelor’s degree or certification	10
GENERAL EXPERIENCE	5 points for each year over the 3 year minimum (specific experience points are not double-counted)	40
SPECIFIC EXPERIENCE	10 points for every year over the 1 year minimum (general experience points are not double counted).	50
TOTAL		100

- 3.9 Tie breaker criteria:
- In case of a tie, the person with more specific experience will prevail.
 - In the case that the tie persists, the candidate with the most general experience will prevail.

IV. Activities

- 4.1 In order to carry out the above-described objective, the consultant is responsible for carrying out the following minimum activities:
- Arrange, manage and monitor weekly physical activities and sport training programmes for young women and girls in each community.
 - Organize and monitor weekly skills training for young women and girls in Nutrition and Food preparation.

V. Products and Reports

- 5.1 Bi-monthly reports and a final report.
- 5.2 The reports should be submitted by e-mail in English and the Coordinator should confirm Network receipt of the report by phone.

VI. Payments

- 6.1 Payments will be as follows:
- 10% of the total value of the contract will be paid on contract signing and submission of a work plan, with IDB approval;
 - 80% of the total value of the contract will be paid on receipt and IDB approval of each bi-monthly reports and the final report (5 reports at 14% each report);
 - 10% of the total value of the yearly contract will be paid annually on the delivery of the final report.
- 6.2 The contract includes all travel costs to the consultant of arriving at the practice site.

VII. Coordination

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TERMS OF REFERENCE
SEX AND SEXUALITY INSTRUCTORS

I. Background

- 1.1 The objective of the project is to reduce the influence of social norms that perpetuate the social and economic exclusion of girls and young women in the East Port of Spain region of Port of Spain, Maloney and in Princes Town in the Southern region of the country. The project will finance the costs of establishing Safe Spaces for the delivery of a set of innovative and replicable interventions for the development of life skills and self-identity of girls and young women which will develop community support for girls’ management of their sexuality, personal safety, and social and economic well- being. The project will pilot a methodology of outreach to adolescent girls proposed by the Network of NGOs of Trinidad and Tobago for the Advancement of Women that, if successful, will be incorporated into the Community Education module of the Women’s City Centre Programme to be approved in 2014 (TT-L1037) .
- 1.2 Experiences with the Safe Spaces model have been limited in Latin America and the Caribbean. The most well-known model was adapted for Indigenous Guatemalan girls by the international NGO Population Council from African (Burkina Faso; Egypt; Ethiopia; Ghana; Kenya; South Africa; and Uganda) and South Asian (Bangladesh and India) experiences with the creation of these spaces. According to the Population Council, “a ‘safe space’ generally means a girl-only space...[because] public spaces are often inhabited largely by men .” Known as Abriendo Oportunidades (Opening Opportunities), the Guatemalan program has yet to be evaluated quantitatively for its impacts on girls’ empowerment, but qualitative evaluations show improvements in girls’ future planning (pregnancy planning and career); knowledge (in the areas of sex and sexuality and violence against women); and financial literacy and savings. This project, therefore, will be the first known girls’ empowerment program of its kind in Trinidad and Tobago and will borrow some elements of the Abriendo Oportunidades model, as the goal is to improve outcomes for girls in similar areas (future planning; knowledge; and financial literacy and savings).

II. Objective

- 2.1 The objective of the consultancy is to ensure delivery of appropriate Sex and Sexuality knowledge to girls and women in the community using age appropriate theoretical approaches, including theatre, to encourage healthy choices and reduce risky sexual behaviours.

III. Characteristics of the Consultancy

- 3.1 **Type:** Individual
- 3.2 **Duration:** 25 months during the period April 1, 2014 through November 30, 2016.
- 3.3 **Place of Work:** Trinidad and Tobago.
- 3.4 **Minimum Profile.** Candidates will be evaluated who fulfill the following minimum requirements:
- 3.5 Education. Master’s degree in public health or related field;

- 3.6 **General Experience.** 3 years minimum experience in the instruction of sex and sexuality courses for adult and young women.
- 3.7 **Specific Experience.** 1 year minimum experience working on issues of sex and sexuality in at-risk populations.
- 3.8 **Qualification .** The CVs of candidates who fulfill all of the minimum requirements named above will be qualified as follows:

	CRITERION	MAXIMUM POINTS
EDUCATION	10 points for a PHD and 5 point for every additional, relevant Master's degree	10
GENERAL EXPERIENCE	5 points for each year over the 3 year minimum (specific experience points are not double-counted)	40
SPECIFIC EXPERIENCE	10 points for every year over the 1 year minimum (general experience points are not double counted).	50
TOTAL		100

- 3.9 Tie breaker criteria:
- In case of a tie, the person with more specific experience will prevail
 - In the case that the tie persists, the candidate with the most general experience will prevail.

IV. Activities

- 4.1 In order to carry out the above-described objective, the consultant is responsible for carrying out the following minimum activities:
- Arrange, manage and monitor workshops and discussions on sex and sexuality tied to physical activities.
 - Create and deliver appropriate messages on gender issues, reproductive health, and right relationships.
 - Create and deliver effect programs that include modeling of and practice with communication, negotiation and refusal.

V. Products and Reports

- 5.1 Bi-monthly reports and a final report.
- 5.2 The reports should be submitted by e-mail in English and the Coordinator should confirm Network receipt of the report by phone.

VI. Payments

- 6.1 Payments will be as follows:
- 10% of the total value of the contract will be paid on contract signing and submission of a work plan, with IDB approval;
 - 80% of the total value of the contract will be paid on receipt and IDB approval of each bi-monthly reports and the final report (5 reports at 14% each report);
 - 10% of the total value of the yearly contract will be paid annually on the delivery of the final report.
- 6.2 The contract includes all travel costs to the consultant of arriving at the practice site.

VII. Coordination

- 7.1 The coordination and supervision of this contract is the responsibility of the Network of NGOs of Trinidad and Tobago for the Advancement of Women; Hazel Brown hazangbrown@tstt.net.tt, +868.627.4807 or +868.686.7710.

TRINIDAD AND TOBAGO
Becoming a Woman: Creating Safe Spaces for
At-Risk Girls and Young Women in Trinidad and Tobago
TT-T1050

TERMS OF REFERENCE
CHILD CARE PROVIDERS

I. Background

- 1.1 The objective of the project is to reduce the influence of social norms that perpetuate the social and economic exclusion of girls and young women in the East Port of Spain region of Port of Spain, Maloney and in Princes Town in the Southern region of the country. The project will finance the costs of establishing Safe Spaces for the delivery of a set of innovative and replicable interventions for the development of life skills and self-identity of girls and young women which will develop community support for girls' management of their sexuality, personal safety, and social and economic well-being. The project will pilot a methodology of outreach to adolescent girls proposed by the Network of NGOs of Trinidad and Tobago for the Advancement of Women that, if successful, will be incorporated into the Community Education module of the Women's City Centre Programme to be approved in 2014 (TT-L1037) .
- 1.2 Experiences with the Safe Spaces model have been limited in Latin America and the Caribbean. The most well-known model was adapted for Indigenous Guatemalan girls by the international NGO Population Council from African (Burkina Faso; Egypt; Ethiopia; Ghana; Kenya; South Africa; and Uganda) and South Asian (Bangladesh and India) experiences with the creation of these spaces. According to the Population Council, "a 'safe space' generally means a girl-only space...[because] public spaces are often inhabited largely by men ." Known as Abriendo Oportunidades (Opening Opportunities), the Guatemalan program has yet to be evaluated quantitatively for its impacts on girls' empowerment, but qualitative evaluations show improvements in girls' future planning (pregnancy planning and career); knowledge (in the areas of sex and sexuality and violence against women); and financial literacy and savings. This project, therefore, will be the first known girls' empowerment program of its kind in Trinidad and Tobago and will borrow some elements of the Abriendo Oportunidades model, as the goal is to improve outcomes for girls in similar areas (future planning; knowledge; and financial literacy and savings).

II. Objective

- 2.1 The objective of the consultancy is to ensure delivery of appropriate and efficient child care services to children of young women in the community who are participating in the intervention, as stated in the project document, to girls and women in the three communities of EPOS, Princes Town and Maloney.

III. Characteristics of the Consultancy

- 3.1 **Type:** Individual
- 3.2 **Duration:** 25 months during the period April 1, 2014 through November 30, 2016
- 3.3 **Place of Work:** Trinidad and Tobago.

- 3.4 Minimum Profile.** Candidates will be evaluated who fulfill the following minimum requirements:
- 3.5 Education.** Certification in Early Child Care services (and first-aid certification)
- 3.6 General Experience.** Three years minimum experience in the use of age appropriate learning/play tools with children in a daycare setting.
- 3.7 Specific Experience.** One year minimum experience in the provision of child care to infants (3+ months) and children (to age 12)
- 3.8 Qualification.** The CVs of candidates who fulfill all of the minimum requirements named above will be qualified as follows:

	CRITERION	MAXIMUM POINTS
EDUCATION	2 points for every additional, relevant certification or degree	10
GENERAL EXPERIENCE	5 points for each year over the 3 year minimum (specific experience points are not double-counted)	40
SPECIFIC EXPERIENCE	10 points for every year over the 1 year minimum (general experience points are not double counted).	50
TOTAL		100

3.9 Tie breaker criteria:

- a. In case of a tie, the person with more specific experience will prevail.
- b. In the case that the tie persists, the candidate with the most general experience will prevail.

IV. Activities

- 4.1 In order to carry out the above-described objective, the consultant is responsible for carrying out the following minimum activities:
- 4.2 Form part of a 2-person team to provide stimulating child care for the children of Safe Spaces participants for at least 12 hours weekly.

V. Products and Reports

- 5.1 Weekly reports on services provided and attendance.
- 5.2 The reports should be submitted by e-mail in English and the Coordinator should confirm Network receipt of the report by phone.

VI. Payments

- 6.1 Payments will be as follows:
- a. 10% of the total value of the contract will be paid on contract signing and submission of a work plan, with IDB approval.
 - b. 80% of the total value of the contract will be paid on receipt and IDB approval of each month's weekly reports and the final report (5 reports at 14% each report).
 - c. 10% of the total value of the yearly contract will be paid annually on the delivery of the final report.
- 6.2 The contract includes all travel costs to the consultant of arriving at the practice site.

VII. Coordination

- 7.1 The coordination and supervision of this contract is the responsibility of the Network of NGOs of Trinidad and Tobago for the Advancement of Women; Hazel Brown hazangbrown@tstt.net.tt, +868.627.4807 or +868.686.7710.

TRINIDAD AND TOBAGO
BECOMING A WOMAN: CREATING SAFE SPACES FOR
AT-RISK GIRLS AND YOUNG WOMEN IN TRINIDAD AND TOBAGO
TT-T1050

TERMS OF REFERENCE
SAFE SPACE MANAGERS

I. Background

- 1.1 The objective of the project is to reduce the influence of social norms that perpetuate the social and economic exclusion of girls and young women in the East Port of Spain region of Port of Spain, Maloney and in Princes Town in the Southern region of the country. The project will finance the costs of establishing Safe Spaces for the delivery of a set of innovative and replicable interventions for the development of life skills and self-identity of girls and young women which will develop community support for girls' management of their sexuality, personal safety, and social and economic well-being. The project will pilot a methodology of outreach to adolescent girls proposed by the Network of NGOs of Trinidad and Tobago for the Advancement of Women that, if successful, will be incorporated into the Community Education module of the Women's City Centre Programme to be approved in 2014 (TT-L1037) .
- 1.2 Experiences with the Safe Spaces model have been limited in Latin America and the Caribbean. The most well-known model was adapted for Indigenous Guatemalan girls by the international NGO Population Council from African (Burkina Faso; Egypt; Ethiopia; Ghana; Kenya; South Africa; and Uganda) and South Asian (Bangladesh and India) experiences with the creation of these spaces. According to the Population Council, "a 'safe space' generally means a girl-only space...[because] public spaces are often inhabited largely by men ." Known as Abriendo Oportunidades (Opening Opportunities), the Guatemalan program has yet to be evaluated quantitatively for its impacts on girls' empowerment, but qualitative evaluations show improvements in girls' future planning (pregnancy planning and career); knowledge (in the areas of sex and sexuality and violence against women); and financial literacy and savings. This project, therefore, will be the first known girls' empowerment program of its kind in Trinidad and Tobago and will borrow some elements of the Abriendo Oportunidades model, as the goal is to improve outcomes for girls in similar areas (future planning; knowledge; and financial literacy and savings).

II. Objective

- 2.1 The objective of the consultancy is to ensure management of the safe spaces created for the delivery of services as stated in the project document, to girls and women in the three communities of EPOS, Princes Town and Maloney.

III. Characteristics of the Consultancy

- 3.1 **Type:** Individual
- 3.2 **Duration:** 25 months during the period April 1, 2014 through November 30, 2016
- 3.3 **Place of Work:** Trinidad and Tobago.
- 3.4 **Minimum Profile.** Candidates will be evaluated who fulfill the following minimum requirements:
- 3.5 **Education.** Master's degree in Business Organization; Education or related field

- 3.6 **General Experience.** Three years minimum experience coordinating activities in an educational institution.
- 3.7. Specific Experience. One year minimum experience coordinating community-based programming
- 3.8 **Qualification .** The CVs of candidates who fulfill all of the minimum requirements named above will be qualified as follows:

	CRITERION	MAXIMUM POINTS
EDUCATION	10 points for a PHD and 5 point for every additional, relevant Master’s degree	10
GENERAL EXPERIENCE	5 points for each year over the 3 year minimum (specific experience points are not double-counted)	40
SPECIFIC EXPERIENCE	10 points for every year over the 1 year minimum (general experience points are not double counted).	50
TOTAL		100

- 3.9 Tie breaker criteria:
- In case of a tie, the person with more specific experience will prevail.
 - In the case that the tie persists, the candidate with the most general experience will prevail.

IV. Activities

- 4.1 In order to carry out the above-described objective, the consultant is responsible for carrying out the following minimum activities:
- Ensure safe spaces are available for delivery of services.
 - Ensure all resources required for delivery of services are available.

V. Products and Reports

- 5.1 Bi-monthly reports and final report.
- 5.2 The reports should be submitted by e-mail in English and the Coordinator should confirm Network receipt of the report by phone.

VI. Payments

- 6.1 Payments will be as follows:
- 10% of the total value of the contract will be paid on contract signing and submission of a work plan, with IDB approval.
 - 80% of the total value of the contract will be paid on receipt and IDB approval of each bi-monthly reports and the final report (5 reports at 14% each report).
 - 10% of the total value of the yearly contract will be paid annually on the delivery of the final report.
- 6.2 The contract includes all travel costs to the consultant of arriving at the practice site.

VII. Coordination

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TRINIDAD AND TOBAGO
BECOMING A WOMAN: CREATING SAFE SPACES FOR
AT-RISK GIRLS AND YOUNG WOMEN IN TRINIDAD AND TOBAGO
TT-T1050

TERMS OF REFERENCE
LIFE AND JOB SKILLS INSTRUCTORS

I. Background

- 1.1 The objective of the project is to reduce the influence of social norms that perpetuate the social and economic exclusion of girls and young women in the East Port of Spain region of Port of Spain, Maloney and in Princes Town in the Southern region of the country. The project will finance the costs of establishing Safe Spaces for the delivery of a set of innovative and replicable interventions for the development of life skills and self-identity of girls and young women which will develop community support for girls’ management of their sexuality, personal safety, and social and economic well- being. The project will pilot a methodology of outreach to adolescent girls proposed by the Network of NGOs of Trinidad and Tobago for the Advancement of Women that, if successful, will be incorporated into the Community Education module of the Women’s City Centre Programme to be approved in 2014 (TT-L1037) .
- 1.2 Experiences with the Safe Spaces model have been limited in Latin America and the Caribbean. The most well-known model was adapted for Indigenous Guatemalan girls by the international NGO Population Council from African (Burkina Faso; Egypt; Ethiopia; Ghana; Kenya; South Africa; and Uganda) and South Asian (Bangladesh and India) experiences with the creation of these spaces. According to the Population Council, “a ‘safe space’ generally means a girl-only space...[because] public spaces are often inhabited largely by men .” Known as Abriendo Oportunidades (Opening Opportunities), the Guatemalan program has yet to be evaluated quantitatively for its impacts on girls’ empowerment, but qualitative evaluations show improvements in girls’ future planning (pregnancy planning and career); knowledge (in the areas of sex and sexuality and violence against women); and financial literacy and savings. This project, therefore, will be the first known girls’ empowerment program of its kind in Trinidad and Tobago and will borrow some elements of the Abriendo Oportunidades model, as the goal is to improve outcomes for girls in similar areas (future planning; knowledge; and financial literacy and savings).

II. Objective

- 2.1 The objective of the consultancy is to facilitate the Life and Job skills component of the programme in the three stated communities of EPOS, Princes Town and Maloney using appropriate tools and mechanisms. This management should be carried out proactively and cooperatively in accordance with Bank policies.

III. Characteristics of the Consultancy

- 3.1 **Type:** Individual
- 3.2 **Duration:** 25 months during the period April 1, 2014 through November 30, 2016
- 3.3 **Place of Work:** Trinidad and Tobago.

- 3.4 **Minimum Profile.** Candidates will be evaluated who fulfill the following minimum requirements:
- 3.5 **Education.** Master’s degree in Social Work; Counseling or related field;
- 3.6 **General Experience.** 3 years minimum experience in the delivery of job and life skills courses in community-settings.
- 3.7 **Specific Experience.** One year minimum experience in the delivery of job and/or life skills courses for adolescents.
- 3.8 **Qualification.** The CVs of candidates who fulfill all of the minimum requirements named above will be qualified as follows:

	CRITERION	MAXIMUM POINTS
EDUCATION	10 points for a PHD and 5 point for every additional, relevant Master’s degree	10
GENERAL EXPERIENCE	5 points for each year over the 3 year minimum (specific experience points are not double-counted)	40
SPECIFIC EXPERIENCE	10 points for every year over the 1 year minimum (general experience points are not double counted).	50
TOTAL		100

- 3.9 Tie breaker criteria. In case of a tie, the person with more specific experience will prevail. In the case that the tie persists, the candidate with the most general experience will prevail.

IV. Activities

- 4.1 In order to carry out the above-described objective, the consultant is responsible for carrying out the following minimum activities:
- Introduce deliver the basic concepts of computer literacy.
 - Create and deliver workshop(s) on the use of ICTs for personal empowerment .
 - Create and deliver workshop(s) on Employability skills.
 - Create and deliver workshop(s) on managing stress and anger.

V. Products and Reports

- 5.1 Bi-monthly and final reports.
- 5.2 The reports should be submitted by e-mail in English and the Coordinator should confirm Network receipt of the report by phone.

VI. Payments

- 6.1 Payments will be done as follows:
- 10% of the total value of the contract will be paid on contract signing and submission of a work plan, with IDB approval;
 - 80% of the total value of the contract will be paid on receipt and IDB approval of each bi-monthly reports and the final report (5 reports at 14% each report);
 - 10% of the total value of the yearly contract will be paid annually on the delivery of the final report.
- 6.2 The contract includes all travel costs to the consultant of arriving at the practice site.

VII. Coordination

- 7.1 The coordination and supervision of this contract is the responsibility of the Network of NGOs of Trinidad and Tobago for the Advancement of Women; Hazel Brown hazangbrown@tstt.net.tt, +868.627.4807 or +868.686.7710.

TRINIDAD AND TOBAGO
BECOMING A WOMAN: CREATING SAFE SPACES FOR
AT-RISK GIRLS AND YOUNG WOMEN IN TRINIDAD AND TOBAGO
TT-T1050

TERMS OF REFERENCE
FINANCIAL LITERACY INSTRUCTORS

I. Background

- 1.1 The objective of the project is to reduce the influence of social norms that perpetuate the social and economic exclusion of girls and young women in the East Port of Spain region of Port of Spain, Maloney and in Princes Town in the Southern region of the country. The project will finance the costs of establishing Safe Spaces for the delivery of a set of innovative and replicable interventions for the development of life skills and self-identity of girls and young women which will develop community support for girls' management of their sexuality, personal safety, and social and economic well-being. The project will pilot a methodology of outreach to adolescent girls proposed by the Network of NGOs of Trinidad and Tobago for the Advancement of Women that, if successful, will be incorporated into the Community Education module of the Women's City Centre Programme to be approved in 2014 (TT-L1037) .
- 1.2 Experiences with the Safe Spaces model have been limited in Latin America and the Caribbean. The most well-known model was adapted for Indigenous Guatemalan girls by the international NGO Population Council from African (Burkina Faso; Egypt; Ethiopia; Ghana; Kenya; South Africa; and Uganda) and South Asian (Bangladesh and India) experiences with the creation of these spaces. According to the Population Council, "a 'safe space' generally means a girl-only space...[because] public spaces are often inhabited largely by men ." Known as Abriendo Oportunidades (Opening Opportunities), the Guatemalan program has yet to be evaluated quantitatively for its impacts on girls' empowerment, but qualitative evaluations show improvements in girls' future planning (pregnancy planning and career); knowledge (in the areas of sex and sexuality and violence against women); and financial literacy and savings. This project, therefore, will be the first known girls' empowerment program of its kind in Trinidad and Tobago and will borrow some elements of the Abriendo Oportunidades model, as the goal is to improve outcomes for girls in similar areas (future planning; knowledge; and financial literacy and savings).

II. Objective

- 2.1 The objective of the consultancy is to introduce the concepts and importance of financial security through educating the participants on money management techniques.

III. Characteristics of the Consultancy

- 3.1 **Type:** Individual
- 3.2 **Duration:** 25 months during the period April 1, 2014 through November 30, 2016
- 3.3 **Place of Work:** Trinidad and Tobago.
- 3.4 **Minimum Profile.** Candidates will be evaluated who fulfill the following minimum requirements:
- 3.5 Education. Bachelor's degree in finance or related field;

- 3.6 **General Experience.** Three years minimum experience in the instruction of financial topics;
- 3.7 **Specific Experience.** One year minimum experience in the instruction of youth or young adults in the basics of financial empowerment.
- 3.8 **Qualification.** The CVs of candidates who fulfill all of the minimum requirements named above will be qualified as follows:

	CRITERION	MAXIMUM POINTS
EDUCATION	10 points for a PHD and 5 point for every additional, relevant Master's degree	10
GENERAL EXPERIENCE	5 points for each year over the 3 year minimum (specific experience points are not double-counted)	40
SPECIFIC EXPERIENCE	10 points for every year over the 1 year minimum (general experience points are not double counted).	50
TOTAL		100

- 3.9 Tie breaker criteria:
- In case of a tie, the person with more specific experience will prevail.
 - In the case that the tie persists, the candidate with the most general experience will prevail.

IV. Activities

- 4.1 In order to carry out the above-described objective, the consultant is responsible for carrying out the following minimum activities:
- Introduce the basic concepts of financial independence.
 - Organize quarterly workshops on financial literacy and money management.
 - Organize, manage and monitor 6 savings clubs in each community.
 - Facilitate bi-monthly personal financial counseling sessions for girls and young women

V. Products and Reports

- 5.1 Bi-monthly and final reports.
- 5.2 The reports should be submitted by e-mail in English and the Coordinator should confirm Network receipt of the report by phone.

VI. Payment

- 6.1 Payments will be as follows:
- 10% of the total value of the contract will be paid on contract signing and submission of a work plan, with IDB approval;
 - 80% of the total value of the contract will be paid on receipt and IDB approval of each bi-monthly reports and the final report (5 reports at 14% each report);
 - 10% of the total value of the yearly contract will be paid annually on the delivery of the final report.
- 6.2 The contract includes all travel costs to the consultant of arriving at the practice site.

VII. Coordination

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TRINIDAD AND TOBAGO
BECOMING A WOMAN: CREATING SAFE SPACES FOR
AT-RISK GIRLS AND YOUNG WOMEN IN TRINIDAD AND TOBAGO
TT-T1050

TERMS OF REFERENCE
THEATRE EDUCATION CONSULTANT

I. Background

- 1.1 The objective of the project is to reduce the influence of social norms that perpetuate the social and economic exclusion of girls and young women in the East Port of Spain region of Port of Spain, Maloney and in Princes Town in the Southern region of the country. The project will finance the costs of establishing Safe Spaces for the delivery of a set of innovative and replicable interventions for the development of life skills and self-identity of girls and young women which will develop community support for girls' management of their sexuality, personal safety, and social and economic well-being. The project will pilot a methodology of outreach to adolescent girls proposed by the Network of NGOs of Trinidad and Tobago for the Advancement of Women that, if successful, will be incorporated into the Community Education module of the Women's City Centre Programme to be approved in 2014 (TT-L1037) .
- 1.2 Experiences with the Safe Spaces model have been limited in Latin America and the Caribbean. The most well-known model was adapted for Indigenous Guatemalan girls by the international NGO Population Council from African (Burkina Faso; Egypt; Ethiopia; Ghana; Kenya; South Africa; and Uganda) and South Asian (Bangladesh and India) experiences with the creation of these spaces. According to the Population Council, "a 'safe space' generally means a girl-only space...[because] public spaces are often inhabited largely by men ." Known as Abriendo Oportunidades (Opening Opportunities), the Guatemalan program has yet to be evaluated quantitatively for its impacts on girls' empowerment , but qualitative evaluations show improvements in girls' future planning (pregnancy planning and career); knowledge (in the areas of sex and sexuality and violence against women); and financial literacy and savings. This project, therefore, will be the first known girls' empowerment program of its kind in Trinidad and Tobago and will borrow some elements of the Abriendo Oportunidades model, as the goal is to improve outcomes for girls in similar areas (future planning; knowledge; and financial literacy and savings).

II. Objective

- 2.1 The objective of the consultancy is to develop skills in the use of theatre arts as a communication tool to manage and change behavior in both girls/women participants and community at large in the three stated communities of EPoS, Princes Town and Maloney. This management should be carried out proactively and cooperatively in accordance with Bank policies.

III. Characteristics of the Consultancy

- 3.1 **Type:** Individual
- 3.2 **Duration.** 25 months during the period April 1, 2014 through November 30, 2016
- 3.3 **Place of Work.** Trinidad and Tobago.

- 3.4 **Minimum Profile.** Candidates will be evaluated who fulfill the following minimum requirements:
- 3.5 **Education.** Bachelor’s degree in theater or related field or certification.
- 3.6 **General Experience.** Three years minimum experience in the management of theater groups for performance.
- 3.7 **Specific Experience. One** year minimum experience in the direction of theatre groups for the transmission of social messages.
- 3.8 **Qualification.** The CVs of candidates who fulfill all of the minimum requirements named above will be qualified as follows:

	CRITERION	MAXIMUM POINTS
EDUCATION	10 points for an MA and 5 point for every additional, relevant bachelor’s degree or certification	10
GENERAL EXPERIENCE	5 points for each year over the 3 year minimum (specific experience points are not double-counted)	40
SPECIFIC EXPERIENCE	10 points for every year over the 1 year minimum (general experience points are not double counted).	50
TOTAL		100

- 3.9 Tie breaker criteria:
- In case of a tie, the person with more specific experience will prevail.
 - In the case that the tie persists, the candidate with the most general experience will prevail.

IV. Activities

- 4.1 In order to carry out the above-described objective, the consultant is responsible for carrying out the following minimum activities:
- Design and deliver skills training modules.
 - Facilitate theatre pieces for community interaction.

V. Products and Reports

- 5.1 Bi-monthly and final reports.
- 5.2 The reports should be submitted by e-mail in English and the Coordinator should confirm Network receipt of the report by phone.

VI. Payments

- 6.1 Payments will be done as follows:
- 10% of the total value of the contract will be paid on contract signing and submission of a work plan, with IDB approval.
 - 80% of the total value of the contract will be paid on receipt and IDB approval of each bi-monthly reports and the final report (5 reports at 14% each report);
 - 10% of the total value of the yearly contract will be paid annually on the delivery of the final report.
- 6.2 The contract includes all travel costs to the consultant of arriving at the practice site.

VII. Coordination

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TRINIDAD AND TOBAGO
BECOMING A WOMAN: CREATING SAFE SPACES FOR
AT-RISK GIRLS AND YOUNG WOMEN IN TRINIDAD AND TOBAGO
TT-T1050

TERMS OF REFERENCE
COMMUNITY TRAINING CONSULTANT FOR CARAVAN

I. Background

- 1.1 The objective of the project is to reduce the influence of social norms that perpetuate the social and economic exclusion of girls and young women in the East Port of Spain region of Port of Spain, Maloney and in Princes Town in the Southern region of the country. The project will finance the costs of establishing Safe Spaces for the delivery of a set of innovative and replicable interventions for the development of life skills and self-identity of girls and young women which will develop community support for girls' management of their sexuality, personal safety, and social and economic well-being. The project will pilot a methodology of outreach to adolescent girls proposed by the Network of NGOs of Trinidad and Tobago for the Advancement of Women that, if successful, will be incorporated into the Community Education module of the Women's City Centre Programme to be approved in 2014 (TT-L1037) .
- 1.2 Experiences with the Safe Spaces model have been limited in Latin America and the Caribbean. The most well-known model was adapted for Indigenous Guatemalan girls by the international NGO Population Council from African (Burkina Faso; Egypt; Ethiopia; Ghana; Kenya; South Africa; and Uganda) and South Asian (Bangladesh and India) experiences with the creation of these spaces. According to the Population Council, "a 'safe space' generally means a girl-only space...[because] public spaces are often inhabited largely by men ." Known as Abriendo Oportunidades (Opening Opportunities), the Guatemalan program has yet to be evaluated quantitatively for its impacts on girls' empowerment, but qualitative evaluations show improvements in girls' future planning (pregnancy planning and career); knowledge (in the areas of sex and sexuality and violence against women); and financial literacy and savings. This project, therefore, will be the first known girls' empowerment program of its kind in Trinidad and Tobago and will borrow some elements of the Abriendo Oportunidades model, as the goal is to improve outcomes for girls in similar areas (future planning; knowledge; and financial literacy and savings).

II. Objective

- 2.1 The objective of the consultancy is to manage the Caravan utilized by the programme in the three stated communities of EPOS, Princes Town and Maloney. This management should be carried out proactively and cooperatively in accordance with Bank policies

III. Characteristics of the Consultancy

- 3.1 **Type:** Individual
- 3.2 **Duration:** 25 months during the period April 1, 2014 through November 30, 2016
- 3.3 **Place of Work:** Trinidad and Tobago.
- 3.4 **Minimum Profile.** Candidates will be evaluated who fulfill the following minimum requirements: Education. Master's 's degree in Communications; Community Organizing or related fields;

- 3.5 General Experience.** Three years minimum experience in the planning of social programming for at-risk communities.
- 3.6 Specific Experience.** One year minimum experience in the creation of programs of communication around sensitive topics (e.g., sex and sexuality; HIV/AIDS; teen pregnancy).
- 3.7 Qualification.** The CVs of candidates who fulfill all of the minimum requirements named above will be qualified as follows:

	CRITERION	MAXIMUM POINTS
EDUCATION	10 points for a PHD and 5 point for every additional, relevant Master's degree	10
GENERAL EXPERIENCE	5 points for each year over the 3 year minimum (specific experience points are not double-counted)	40
SPECIFIC EXPERIENCE	10 points for every year over the 1 year minimum (general experience points are not double counted).	50
TOTAL		100

- 3.8 Tie breaker criteria:
- In case of a tie, the person with more specific experience will prevail.
 - In the case that the tie persists, the candidate with the most general experience will prevail.

IV. Activities

- 4.1 In order to carry out the above-described objective, the consultant is responsible for carrying out the following minimum activities:
- Create awareness in community.
 - Mobilize community participants.
 - Create age and gender appropriate interactive engagements in each community.
 - Facilitate youth peer training.

V. Products and Reports

- 5.1 Community communications plan and youth leaders' training curriculum.
- 5.2 The reports should be submitted by e-mail in English and the Coordinator should confirm Network receipt of the report by phone.

VI. Payments

- 6.1 Payments will be done as follows:
- 10% of the total value of the contract will be paid on contract signing and submission of a work plan, with IDB approval;
 - 80% of the total value of the contract will be paid on receipt and IDB approval of each bi-monthly reports and the final report (5 reports at 14% each report);
 - 10% of the total value of the yearly contract will be paid annually on the delivery of the final report.
- 6.2 The contract includes all travel costs to the consultant of arriving at the practice site.

VII. Coordination

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TRINIDAD AND TOBAGO
BECOMING A WOMAN: CREATING SAFE SPACES FOR
AT-RISK GIRLS AND YOUNG WOMEN IN TRINIDAD AND TOBAGO
TT-T1050

TERMS OF REFERENCE
EVALUATION CONSULTANT

I. Background

- 1.1 The objective of the project is to reduce the influence of social norms that perpetuate the social and economic exclusion of girls and young women in the East Port of Spain region of Port of Spain, Maloney and in Princes Town in the Southern region of the country. The project will finance the costs of establishing Safe Spaces for the delivery of a set of innovative and replicable interventions for the development of life skills and self-identity of girls and young women which will develop community support for girls' management of their sexuality, personal safety, and social and economic well-being. The project will pilot a methodology of outreach to adolescent girls proposed by the Network of NGOs of Trinidad and Tobago for the Advancement of Women that, if successful, will be incorporated into the Community Education module of the Women's City Centre Programme to be approved in 2014 (TT-L1037) .
- 1.2 Experiences with the Safe Spaces model have been limited in Latin America and the Caribbean. The most well-known model was adapted for Indigenous Guatemalan girls by the international NGO Population Council from African (Burkina Faso; Egypt; Ethiopia; Ghana; Kenya; South Africa; and Uganda) and South Asian (Bangladesh and India) experiences with the creation of these spaces. According to the Population Council, "a 'safe space' generally means a girl-only space...[because] public spaces are often inhabited largely by men ." Known as Abriendo Oportunidades (Opening Opportunities), the Guatemalan program has yet to be evaluated quantitatively for its impacts on girls' empowerment, but qualitative evaluations show improvements in girls' future planning (pregnancy planning and career); knowledge (in the areas of sex and sexuality and violence against women); and financial literacy and savings. This project, therefore, will be the first known girls' empowerment program of its kind in Trinidad and Tobago and will borrow some elements of the Abriendo Oportunidades model, as the goal is to improve outcomes for girls in similar areas (future planning; knowledge; and financial literacy and savings).

II. Objective

- 2.1 The objective of the consultancy is to create and execute a methodology for testing the efficacy of the Girls' Safe Spaces and community outreach model in East Port of Spain. The methodology should allow for the measurement of changes in attitude shifts in subjective indicators of gender equality; gender roles; girls' sexuality and self-image; as well as objective increases in savings and employment among participant girls, young women and community members.

III. Characteristics of the Consultancy

- 3.1 **Type:** Individual
- 3.9 **Duration:** 25 months during the period April 1, 2014 through November 30, 2016
- 3.3 **Place of Work:** Trinidad and Tobago

- 3.4 **Minimum Profile.** Candidates will be evaluated who fulfill the following minimum requirements:
- 3.5 Education. Master’s degree in Economics; Quantitative Sociology or related field;
- 3.6 **General Experience.** 3 years minimum experience with the development of methodologies to test the efficacy of social programs.
- 3.7 **Specific Experience.** One year minimum experience in the development and execution of methodologies to test the efficacy of youth programs.
- 3.8 **Qualification.** The CVs of candidates who fulfill all of the minimum requirements named above will be qualified as follows:

	CRITERION	MAXIMUM POINTS
EDUCATION	10 points for a PHD and 5 points for every additional, relevant Master’s degree	10
GENERAL EXPERIENCE	5 points for each year over the 3 year minimum (specific experience points are not double-counted)	40
SPECIFIC EXPERIENCE	10 points for every year over the 1 year minimum (general experience points are not double counted).	50
TOTAL		100

- 3.9 Tie breaker criteria:
- In case of a tie, the person with more specific experience will prevail.
 - In the case that the tie persists, the candidate with the most general experience will prevail.

IV. Activities

- 4.1 In order to carry out the above-described objective, the consultant is responsible for carrying out the following minimum activities:
- Design a methodology to test the efficacy of the Girls’ Safe Space and Community outreach model.** The consultant is responsible for the creation of a low-cost methodology to test the efficacy of the model to be financed by the technical cooperation. The methodology should include measures of efficacy for both girl participants and community members, especially parents of Girls’ Safe Space participants, and should allow for the measurement of changes in attitudes about gender equality; sex and sexuality; financial efficacy; and life chances. Indicators to be measured should be constructed with the Network and with the EPOS community (NGOS and CBOs).
 - Train University of the West Indies (UWI) to collect information using the data collection instrument designed.** The consultant is responsible for identifying, training and supervising UWI students in statistics, economics, sociology or related fields in the collection of data in EPOS both before the implementation of Becoming a Woman and after implementation.
 - Analyze and disseminate data collected to determine the extent of the effectiveness of the interventions financed.** The consultant will be responsible for the analysis of the collected data to determine the extent of the effectiveness of the Safe Spaces model. The consultant will also design and deliver presentations of the analysis for the Project’s Technical Advisory Group and the IDB.

V. Products and Reports

- Report on Effectiveness methodology;
- Training manual and training for UWI students; and
- Final analysis of effectiveness.

- 5.4 The reports should be submitted by e-mail in English and the Coordinator should confirm Network receipt of the report by phone.

VI. Payments

6.1 Payments will be done as follows:

- a. 10% of the total value of the contract will be paid on contract signing and submission of a work plan, with IDB approval.
 - b. 40% of the total value of the contract will be paid on receipt and IDB approval of the effectiveness methodology report.
 - c. 10% on execution of the training and delivery of the training manual with IDB approval.
 - d. 40% of the total value of the contract will be paid annually on the delivery of the final report.
- 6.2 The contract includes all travel costs to the consultant of arriving at the practice site.

VII. Coordination

- 7.1 The coordination and supervision of this contract is the responsibility of the Network of NGOs of Trinidad and Tobago for the Advancement of Women, networkngo@mail.tt +868.627.4807 or +868.686.7710.

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