1. Background and Context

In 2013, more than two thirds (68%) of Montenegro’s children aged 1–14 years were subjected to psychological aggression within the family during the month preceding a household survey and 31% were subjected to physical punishment. The nationally representative survey on violence against children in Montenegro in 2016, showed that half of inhabitants (49%) believed that there are situations in which physical punishment of children is an acceptable method of child upbringing, or one of the most efficient methods. It is encouraging, however, that there is a demand on the part of parents for positive parenting programmes. For instance, more than three quarters (77%) of Montenegrin inhabitants stated in 2016 that in order to enable parents to raise their children well and without corporal punishment, the state should provide education about positive discipline methods and support parents to implement them.

Montenegro established a comprehensive national legal framework regulating support to families and child protection. In 2017, the first ever Strategy on the Prevention and Protection of Children from Violence (2017-2021) was adopted by the Government. Support to parents in child rearing is recognized in the Strategy and one specific activity is to design positive parenting programmes. Furthermore, the Strategy for Early and Preschool Education in Montenegro (2016-2020) envisages a pool of thematic programs for strengthening parenting. As per the Country Programme Document signed between UNICEF and the Government of Montenegro for the period 2017-2021, UNICEF is supporting national and local partners in Montenegro to develop family-centered social services, such as family outreach, home visitation and parenting support.

In particular, UNICEF is supporting national and local partners in Montenegro to deliver parenting programmes in a group (workshop) format, specifically the Parenting to Lifelong Health (PLH) for Young Children programme (parents of children aged 2-9). PLH is a suite of parenting programmes developed with the aim to prevent violence in low-resource settings that is affordable, not for profit, and based on rigorous evidence. Its development was supported by World Health Organization and UNICEF and renowned universities (Stellenbosch University and the University of Cape Town in South Africa, Bangor University and the University of Oxford in the United Kingdom). The program for parents of young children aims to establish and sustain positive, nurturing relationships between parents or caregivers and their children aged 2-9 years, and thereby prevent and reduce the risk of violence against children and maltreatment at home and in the community and improve child behaviour in families. The programme has been or is currently being implemented in several countries, including Democratic Republic of Congo, Czech Republic, Kenya, Macedonia, Malawi, Moldova, Montenegro, Philippines, Romania, South Africa, South Sudan, Thailand and Uganda. In South Africa and the Philippines, the programme led to

---

1 MONSTAT and UNICEF. 2014. Montenegro Multiple Indicator Cluster Survey (MICS) 2013: https://app.box.com/s/zw4i856oh53kt6zp2rkb3rc5jazatj
3 Ipsos Strategic Marketing. 2016. Ibid.
4 More information about the PLH program can be found on WHO website: http://www.who.int/violence_injury_prevention/violence/child/plh/en/
reduced child behaviour problems, reduced dysfunctional parenting, improved parental mental health.

In Montenegro, an initial group of professionals from the health and education sector as well as from relevant civil society organizations were trained in October 2017, and the following institutions are delivering or have delivered the programme: Health Centres Podgorica, Niksic, Bijelo Polje, and Berane, public kindergarten “Djina Vrbica” in Podgorica, CSOs “Centre for Child Rights”, “Parents” and “Pedagogical Centre” in Podgorica. So far three cycles have been implemented and more than 200 parents/caregivers were reached. The evaluation which took place in Montenegro during the first cycle of programme implementation showed that this parenting program led to a significant reduction in physical and emotional punishment of children, reduction in dysfunctional parenting, as well as to improvement in the wellbeing of children and parents. These results were presented at a national conference in Podgorica in July 2018.

It is expected that the programme will be further scaled up in subsequent years through the creation of a body of national supervisors and trainers. This would ensure the existence of national capacities for the maintenance and expansion of the programs with respect to its professional development and quality assurance dimensions. The Institute for Social and Child Protection accredited the training program in November 2018 and the programme has recently been submitted for accreditation by the Bureau for Education. At its session held on December 3, 2018, the Committee on Human Rights and Freedoms of the Parliament of Montenegro recommended the expansion of the program to all municipalities in Montenegro.

2. Purpose and Objective

The purpose of technical assistance is to support scaling up of the Parenting for Lifelong Health for Young Children programme in Montenegro.

The objectives of this assignment are to:

1) To help set up another generation of facilitators (i.e. group leaders) of the Parenting for Lifelong Health for Young Children programme in Montenegro.
2) To help set up the first generation of supervisors (i.e. coaches) of the Parenting for Lifelong Health for Young Children in Montenegro.

3. Methodology and Technical Approach

The methodology will include training preparation and delivery, supervision and writing of a mission report.

The Contracted agency’s expert(s) is/are expected to work both in the field (in Montenegro) and from home.

Further details are presented in the section below “Activities and Tasks”.

4. Activities and Tasks

The Contracted agency’s expert(s) is/are expected to complete the following tasks:

---

1) To organize the training of the second generation of facilitators (5-day training, scheduled for 9th-13th September 2019, for up to 25 facilitators). The training of facilitators should be in line with the licensed PLH for Young Children facilitator training programme (4th edition, European adaptation of the Facilitator Manual) as well as in line with the nationally accredited training programme (accredited by the Institute for Social and Child Protection in 2018, while the evaluation of the accreditation application by the Bureau for Education is pending).

2) To organize the training of the first generation of supervisors (2-day training, in October 2019, for up to 6 supervisors). The training should be in line with the licensed PLH for Young Children supervisor training programme.

3) To supervise the first generation of supervisors (2 sessions by Skype, in November and December 2019).

4) To fill out forms for the national accreditation of the supervisor training programme.

5) To write a mission report about the aforementioned activities including lessons learned and recommendation for further scale up of the PLH programme in Montenegro (home-based).

5. Key Deliverables and Timeframe

The Contracted agency is expected to produce the following key deliverables within the following tentative deadlines:

2) Agenda of the training of the first generation of supervisors, by 27 September 2019.
3) Training of the first generation of supervisors, by 20 October 2019.
4) Filled out forms for the national accreditation of the training of supervisors, by 30 November 2019.

6. Management and Organisation

Management: The Contracted agency will be supervised by the UNICEF Child Protection Officer.

Organization: International Consultancy, institutional, meeting the below requirements.

Schedule: The Contracted agency will be engaged over the period from 1 September 2019 to 15 January 2020.

7. Minimum requirements

The Contracted agency’s expert(s) should be either Master Trainers or certified by PLH Master Trainers for training facilitators, training supervisors and supervising supervisors.

In addition to the certificate by PLH Master Trainers, the Contracted agency's expert(s) are expected to have following qualifications to complete the task:

- Advanced university degree in clinical psychology, child psychology, early childhood development or a similar technical field;

6 Templates to be provided by UNICEF in English, an example in Montenegrin available here
At least 10 years of experience in running parenting and similar social intervention programmes;
- Familiarity with the regions of Central, Eastern or South-east Europe;
- Excellent command of English*, (both spoken and written) while knowledge of the local language will be considered as an asset;
- Excellent facilitation and communication skills;
- Previous work experience with UNICEF or UN is a strong asset;
- Ability to travel.

*If the training is conducted in English, interpretation will be provided by UNICEF.

The potential contractors are expected to submit a proposal based on these Terms of Reference. The proposal will be evaluated against the criteria spelled out below. The evaluation of submitted proposals against these criteria will be used as a basis for the selection of the contractor.

The proposal should contain:
- Profile of the organisation/institution/agency;
- Structure of the team - qualifications and experience of the members of the team (including CVs of each team member) and specific role of each member in the exercise;
- Detailed description of the technical approach including training agendas;
- Tentative work plan with timeframe and deadlines for deliverables;
- Budget.
- Supplier Profile Form

THE PROPOSAL WILL BE EVALUATED AGAINST THE FOLLOWING CRITERIA:

A) Technical evaluation - Maximum points: 70
- Completeness of response - 5
- Company and Key Personnel – 35 (of which profile of the organization – 5, key personnel – 10, relevant experience in similar type of work - 20)
- Proposed Technical Approach – 30 (of which overall understanding of the ToR – 5, detailed agendas of training programmes – 15, tentative workplan – 10)

B) Financial proposal (Budget) – Maximum points: 30
- Technical proposal evaluation. Proposals passing the minimum technical pass score (49 points-70% of the maximum points obtainable for technical proposal) will continue into the Financial proposal evaluation.
- Financial proposal evaluation. The lowest price proposal will be awarded the full score assigned to the commercial proposal.
- Recommendation. The recommendation for award of contract will be based on best combination of technical and financial score.
- Final award and contracts. Based on verified nominations and final scores, contract negotiations could be initiated with one or more successful Proposers.
- Each proposal will be evaluated against a weight allocation of 70% for the technical proposal and 30% for the commercial (financial) proposal. The maximum number of obtainable points is 100.
- The UNICEF evaluation team will select the Proposal which is of high quality, clear and meets the stated requirements and offers the best combination of technical and financial score.

8. Budget and Remuneration
• **Payment schedule**

The payments will be made upon successful completion of the deliverables and submission of invoices.

• **Recourse**

UNICEF reserves the right to withhold all or a portion of payment if performance is unsatisfactory, if work/outputs is incomplete, not delivered or for failure to meet deadlines.
## Technical Proposal Evaluation Form

<table>
<thead>
<tr>
<th>Technical Proposal Evaluation Form</th>
<th>Max. Points Obtainable</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Completens of response</td>
<td>5</td>
</tr>
<tr>
<td>1.1 Completeness of response</td>
<td>5</td>
</tr>
<tr>
<td>2 Company and Key Personnel</td>
<td>35</td>
</tr>
<tr>
<td>2.1 Profile of the organization</td>
<td>5</td>
</tr>
<tr>
<td>2.2 Key personnel</td>
<td>10</td>
</tr>
<tr>
<td>2.3 Relevant experience in similar type of work</td>
<td>20</td>
</tr>
<tr>
<td>3 Proposed Approach</td>
<td>30</td>
</tr>
<tr>
<td>3.1 Overall understanding of the ToR and the needs and objectives of the assignment</td>
<td>5</td>
</tr>
<tr>
<td>3.2 Detailed agendas of training programmes</td>
<td>15</td>
</tr>
<tr>
<td>3.3 Workplan, key milestones and delivery plan for review by UNICEF</td>
<td>10</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>70 points</strong></td>
</tr>
</tbody>
</table>