

Request for Tender

Monitoring, Evaluation, and Learning Support for The LEGO Foundation's Ukraine Initiative

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Monitoring, Evaluation, and Learning support

Ukraine Initiative

***Programme:
Communities of Learning through Play***

The LEGO Foundation is inviting qualified and experienced organisations to submit a technical and financial proposal to become our local Monitoring, Evaluation, and Learning technical adviser and partner in Ukraine.

1 BACKGROUND & CONTEXT

1.1 The Vision of the LEGO Foundation

The LEGO Foundation is dedicated to building a future where learning through play empowers children to become creative, engaged lifelong learners. Our work is about challenging the status quo by re-defining play and re-imagining learning. Re-defining play means changing the way people understand the importance of play – especially the huge value it has in helping children learn essential skills for life in the 21st century. To re-imagine learning we want to work with parents, carers, school systems, institutions and governments to use the transformative power of play to improve learning for millions of children all over the world.

Play is our brain's favourite way of learning. It has a deep impact on our cognitive, social, developmental and academic skills. Play stimulates children's learning abilities by fostering creativity, which builds critical thinking, sparks intellectual curiosity, and facilitates learning by doing. Learning by doing deepens our engagement and understanding significantly and strengthens the most important pathways our brains use to learn and develop.

This is why we see play as a very serious solution and fundamental to developing the vital skills needed for today's world.

You can find out more about the LEGO Foundation at <http://www.legofoundation.com>.

1.2 Communities of Learning through Play: The Ukraine Initiative

The LEGO Foundation is working in programme streams, one of which being Communities of Learning through Play. It targets the broader ecosystem of a child's learning from age of 0 to 15 in selected key countries, i.e. Deep Dives, that all experience different challenges in achieving quality learning and academic results, Ukraine being one of them.

The LEGO Foundation's Ukraine Initiative aims to equip children from 2 to 10 years with a breadth of skills. Using Learning through Play as the main tool in both kindergarten and primary school, the Initiative enables a holistic play journey for skills development. The Ukraine Initiative has an in-depth presence in 250 role-model kindergartens and 100 role-model primary schools equally represented across 25 regions with product (play material) donation, training, and close follow-up support for the teachers through master trainers. These role-model primary schools and role-model kindergartens will be leveraged as the platform for future teachers' pedagogical practice.

In addition, all public primary schools are equipped with play materials and basic training on of Learning through Play through direct training from the Foundation's master trainer network and Training of Trainer model through regional trainers.

In order to achieve systemic, sustainable and lasting changes in the formal education system, we will also gradually include Learning through Play modules into teacher training and teacher professional development programmes through in-service teacher training institutions, pedagogical universities and colleges.

All the above-mentioned activities will be done in collaboration with the Ministry of Education with formal approval and alignment within the Memorandum of Understanding Framework.

Annex 1 includes a detailed description of the ongoing and planned activities for the Ukraine Initiative.

2 PURPOSE OF ACTIVITY

2.1 Context and Objective of the Assignment

The LEGO Foundation is inviting qualified and experienced organisations to submit a technical and financial proposal to provide Monitoring, Evaluation, and Learning (MEL) technical support for the Ukraine Initiative. The successful service provider will play a key role in evaluating the effectiveness and efficiency of the country's deep dive and build greater evidence for Learning through Play.

The objective of the proposed assignment is to design and embed a coherent Monitoring, Evaluation, and Learning strategy into the LEGO Foundation's Ukraine Initiative. As the in-country technical expert, the successful candidate will be expected to work closely with the LEGO Foundation to develop a well-defined and structured approach to ensure that the country initiative has a robust but flexible MEL system in place.

The engagement is for an initial one-year period which is expected to begin in September 2019. At the end of this one year the LEGO Foundation will evaluate the successes, challenges, achievements and strategic direction of the MEL partnership in Ukraine and make recommendations on the future direction of the MEL partnership.

2.2 Scope of Main Deliverables and Activities

The scope of work for the MEL partner is structured around planning, monitoring, evaluation, learning, and research with the following requirements and deliverables:

Requirements:

- The language in all communication and reporting to the LEGO Foundation must be English.

Deliverables and activities:

- Inception report with detailed workplan and delivery schedule over the assignment period.
- Theory of Change for the Ukraine Initiative in collaboration with the LEGO Foundation.
- Monitoring and evaluation (M&E) strategy/plan and framework for the Ukraine Initiative.
- Learning plan for the Ukraine initiative that includes learning questions, process/activities, and products.
- Supporting the LEGO Foundation to embed MEL into its country initiative plan and strategy and to ensure the activities are relevant, measurable and aligned with the desired outcomes.
- Developing and implementing MEL structures to ensure a sound monitoring system, quality data collection, and continuous learning.
- Identifying and developing monitoring tools to adequately track results and progress.
- Ensuring quality assessment of monitoring data and verification of the accuracy and validity of the data, findings, and interpretation.
- Data collection and management; compilation of raw data sets collected.
- Outcome reporting – developing quarterly reports on the progress of the Ukraine Initiative. Reports are focused on process evaluation and outcome measurements, intended and unintended outcomes.
- Supporting any research being commissioned or undertaken by the LEGO Foundation in Ukraine, working with relevant partners and researchers to ensure that the MEL function adds value to the research agenda and vice versa.

The above-listed deliverables are tentative. A final agreement of tasks and deliverables is expected to be made between the LEGO Foundation and the successful candidate during the inception phase.

3 SERVICE PROVIDER REQUIREMENTS

3.1 Successful Service Provider Profile

The LEGO Foundation is looking for an external, independent team with a strong team leader with a proven track record that matches the following criteria.

Essential:

- Have a team or be able to call upon capable experts with the relevant technical and linguistic ability to work in Ukraine -- excellent verbal and writing skills in English and Ukrainian, as well as contextual knowledge of the Ukrainian educational sector.
- Demonstrable experience of facilitating and developing Theory of Change.
- Demonstrable experience of developing and implementing M&E frameworks.
- Evidence of having successfully evaluated initiatives that have brought about effective and sustainable multi-level change.
- Demonstrable knowledge of international best practices in MEL, including designing and overseeing the implementation of evaluations using a variety of methodologies (e.g., process evaluations, experimental impact evaluations, etc.).
- Demonstrable experience of providing recommendations on MEL for national and/or international development projects in education.
- Demonstrable experience and knowledge of the early childhood development (ECD) and/or primary education sector.
- Demonstrable experience in work similar to this RFT with INGOs, charities, foundations, philanthropic organisations, governments. Preference will be given to organisations with proven relevant experience in undertaking a task of a similar magnitude.
- Demonstrable experience of working with a wide range of stakeholders including but not limited to government; ability to facilitate planning and coordination with a wide range of stakeholders.

Desirable:

- Experience in developing resources and providing recommendations on MEL for international development projects in ECD and/or play-based learning.
- Strong links to and evidence of having successfully worked with reputable academic researchers in the relevant fields.

3.2 Service Provider Evaluation Criteria

The successful service provider will be expected to provide a proposal with evidence of employing robust and innovative approaches to this work. It is important that the applicant clearly addresses the objectives/deliverables of the RFT. They should be able to articulate clearly how they would approach the delivery building upon their skills and knowledge gained from past experiences.

When the LEGO Foundation evaluates the proposal, it will not only be the proposal itself but a number of different parameters that forms the “total value-proposition” of the proposal. This means more concretely that the proposal will be evaluated on more dimensions:

Criteria when assessing the full project proposal	Scoring (1-5, 5 being the highest)
Design of the project (quality, relevance, feasibility)	
Experience and composition of the team	
Quality and efficiency of the project implementation, including budget cost-effectiveness	
TOTAL SCORE	

4 PROCESS AND TIMELINE

4.1 Proposal Requirements

When writing proposals for the LEGO Foundation, you must use the pre-defined proposal template and the template for completing a project budget shared by email. All communications related to this RFT must be in English. Please maintain the 15-page limit for the core component of the proposal (section 1-7, without annexures). Note that proposals that do not fulfil this requirement may be subject to disqualification.

Please bear in mind that the contract will be awarded based solely and objectively on the information provided in your submission.

Canvassing will result in automatic disqualification from the process.

4.2 Tender Timeline

Interested organisations are kindly invited to submit a concise proposal with supporting budget, in English, explaining how they would approach the task and meet the requirements in this RFT to shenshen.hu@lego.com by midnight (CET) 1 June 2019.

All applications should be aware that this is ongoing process and the LEGO Foundation will continue to seek technical and financial proposals until it has found what it considers to be the best candidate.

PROPOSAL DEVELOPMENT & EVALUATION

The LEGO Foundation has defined the following plan for the proposal development and assessment phase, starting from 3 May 2019 and with planned ending on 30 August 2019 as per overview below.

Activity	Deadline
RFT circulated	3 May 2019
Opportunity to submit <u>written</u> questions or points of clarification	9 May 2019
Written responses to questions provided via email	17 May 2019
Receipt of completed technical and financial proposals	midnight (CET) 1 June 2019
Internal evaluation of technical and financial proposals	3-14 June 2019
Written feedback received by applicants and shortlisted service providers are requested to make a presentation or answer questions on their proposal	21 June 2019
Final interviews/presentations in person	27-28 June 2019
Successful service provider informed of decision with option to request revisions to their proposal	4 July 2019
Receipt of final technical and financial proposal by the LEGO Foundation	10 July 2019
Latest date for signing the contract	30 August 2019

Disclaimer: We reserve the right to adjust this timeline, if we for whatever reason, should see a need reasonable justification for doing so. Involved parties will in such cases be duly informed about the new timeline.

CONTRACTING

The last step before a Service Provider can get started is the closing of the Agreement. The LEGO Foundation has standard contract terms.

4.3 Standard terms

The LEGO Foundation works with a standard framework contract for all its agreements, with some variation based on the type and size of contract. You can receive this contract template for review by contacting Tina.Bache@LEGO.com.

When submitting the proposal using our template you will be asked if you agree that the LEGO Foundation contract template will regulate the contractual relationship:

Yes, agree to apply the LEGO Foundation standard agreement

No, do not agree

Explanation:

4.4 LEGO Foundation - Contacts

General Questions to Project

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Questions to Legal and Policies

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5 APPENDIX

5.1 Appendix 1: Intervention Description

Ukraine is one of the priority countries of the LEGO Foundation. The Foundation has been working in the country since 2010 collaborating with the Ministry of Education under a Memorandum of Understanding Framework. This partnership gives the Foundation access to the entire education system and mandate to implement Learning through Play at scale. Moreover, it provides opportunity to ensure lasting effect by influencing national educational policies and building implementation capacity.

Within the preschool project we have reached 250 public kindergartens since 2010. In March 2018 the LEGO Foundation became a partner to the Ministry of Education in primary school reform implementation which impacts 22,000 first graders in 16 000 public schools. So far, we have reached 590,000 children and 27,000 professionals from preschool and primary school sector altogether.

To achieve systemic change, the initiative envisages a consolidated and consistent whole formal system approach to re-define play and re-imagine learning both top-down and bottom-up with multiple entry points at different levels – Ministry of Education, 100 role-model primary schools, potentially 400 kindergartens, all in-service and pre-service teacher training institutions, Play Fest events to enable sustainable changes in teachers knowledge, mindset, and practice.

Currently the LEGO Foundation in Ukraine has presence in 10 regions in the preschool sector and in all 25 regions in primary school project. The preschool project will be expanded to the rest of the regions within the coming years. The LEGO Foundation has decided to dive deep in particular role-model kindergartens and primary schools equally represented across the country to build a case on how to best systemically reach children with Learning through Play.

With the gradual involvement of the in-service teacher training institutions and pedagogical universities we plan to have a more holistic approach, where we have several aligned interventions mentioned above on the ground at the same time.

For 2019 our ambitions are:

- Kindergartens: we plan to work in 50 more public kindergartens with our Learning through Play strategy that includes training of teachers, product donation, and follow-up on the training through the LEGO Foundation master trainers. We want to ensure fidelity in the content we provide through our model and analyse how teachers' knowledge, mindsets, and practices change after the intervention.
- Primary school: we plan to reach first graders in 16 000 primary schools with direct training of teachers through master trainers and the Training of Trainer model (regional trainers), product donation, as well as offline/on-line follow-up support for teachers. Within the primary school project, we closely collaborate with 100 pilot schools across the country to build the Learning through Play role-models which will serve as examples to inspire other primary schools and as a platform for pedagogical practice for in-service teacher training institutions and pedagogical universities. We want to ensure fidelity in the content we provide through our model and analyse how teachers' knowledge, mindsets, and practices change after the intervention.
- In-service teacher training institutions and pedagogical universities: we will implement three pilots in which we collaborate with in-service teacher training institutions and three pedagogical universities to co-develop LtP modules to be integrated into teacher professional development programmes. This will allow us to work at scale and to build sustainability of the intervention.
- Play Fest: we plan to build an advocacy platform through a series of regional and national events representing and highlighting all LEGO Foundation activities in Ukraine to convey the message on Learning through Play to parents, teachers, and communities.