

**Terms of Reference**  
**Institutional Mapping of Social Insurance and Protection Schemes for Children, Women, and Families (SIPS)**

**Client: Enrique Delamonica, UNICEF, Programme Officer, Global Policy Section, DPP**  
**New School Consultants: Tanya Chen, Alejandra Davidziuk, John Lindsay, Martin**

**Mercado, Natalia Meszaros**

**Project Coordinator: Mark Johnson, The New School**

**Date: 21/February/2006**

**I. Background:**

Many developed and developing countries have a collection of disparate social assistance programmes (social security, safety nets, cash transfers and social insurance, among others) which evolved partially as a response to mitigate the cost of structural adjustment policies. These programmes can be used as the launching pad for establishing universal social security programmes for children. However, their scope and impact on children is unclear. There currently exists a lack of knowledge and specific data on the state of social security programmes for children worldwide. To map the diversity of social assistance programmes which impact children in developing countries.

**II. The Purpose of the Project:**

To create a Conceptual Framework that will lead to an inventory and an Institutional Mapping of Social Insurance and Protection Schemes. We will then research five specific countries within the Institutional Mapping, chosen by UNICEF. The conceptual framework will consist of a research structure in which the institutional mapping will be included. The institutional mapping will be composed of country specific information of Social Insurance and Protection Schemes for Children, Women, and Families.

**III. Objectives:**

- a) At the end of four weeks, starting on 7/2/06 and ending on 21/2/06, we will have completed a preliminary literature review. The literature review will be reflected in a reading list. The readings appropriate for this project will have abstracts written and relevant notes taken and will create an additional document.
- b) At the end of four weeks, starting on 31/1/06 and ending on 20/2/06, we will have an understanding of existing child-focused social programmes and policies in developing countries.

Activities:

- Individual and group research in order to find essential national and global data
- Weekly meetings with the client to define and refine the scope of the research

- c) At the end of six weeks, we will have used the research on old, new, and ongoing prominent child-focused social assistance programmes to create a conceptual framework for the Institutional Mapping of Social Insurance and Protection Schemes.

Activities:

- Group sessions to determine the main issues and design the Conceptual Framework that will guide country specific research
- Weekly meetings with the clients to define and refine the scope of the Conceptual Framework

- d) At the end of eleven weeks, we will have improved the understanding of the main issues that involve child-focused social assistance in different regions by establishing an Institutional Mapping of Social Insurance and Protection Schemes of five countries.

Activities:

- Individual and group research in order to find essential national data and legislation and policies.
- Weekly meetings with the clients to define and refine the scope of the Institutional Mapping.

**IV. Timeline:**

Activity	Weekly Timeline												
	2/7	2/14	2/21	2/28	3/7	3/14	3/21	3/28	4/4	4/11	4/18	4/25	5/2
Submit ToR. to Client and Project Coordinator		2/14											
a. Preliminary literature review	2/7		2/21										
b. Conceptual Framework design			2/21			3/14							
c. Literature review and development of institutional mapping						3/14			4/4				
Submit draft report to client									4/4				
Continue Institutional Mapping									4/4			4/25	
Incorporate client feedback into the report									4/4			4/25	
Prepare for Presentation											4/18		5/1

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## V. Deliverables:

- a) Initial literature review which will include a classification of the most important terms (such as the differences and similarities among cash transfers, safety nets, social security, cash assistance, and social protection programs) and a selection of the main issues regarding child-focused Social Insurance and Protection in developing countries (including national and global organizations, experts, and main reports on the field). Each consultant will be responsible to research an average of three articles per week during the preliminary literature review period.
- b) Conceptual Framework for Institutional Mapping
- c) Institutional Mapping of five countries

## VI. Methodology:

- Individual and Group research using paper and online sources.
- Weekly meetings with the Client (Enrique Delamonica, UNICEF) and the Project Manager (Mark Johnson, New School).

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