

ILF | THE INTERNATIONAL LEGAL FOUNDATION

Project Name: Advancing Child-Friendly Justice and Specialized Legal Aid Services for Children in Trinidad and Tobago

Type: Consultancy

Background: The International Legal Foundation (ILF) is the leading global advocate for the right to counsel and is a specialist in the provision of quality defense services to marginalized and vulnerable accused in post-conflict and transitioning countries. Established in 2001 in New York as a nonprofit organization, the ILF provides criminal defense services and builds sustainable, effective legal aid institutions around the world. Over the past two decades, the ILF has established a practical and effective approach to meet the urgent need for quality criminal defense in diverse legal systems. To improve access to justice for children, a particularly vulnerable and marginalized community in the criminal justice system, we train, mentor and empower lawyers to be proactive advocates capable of providing specialized, child-friendly, holistic legal aid services. The ILF anticipates launching a new project in Trinidad and Tobago: Advancing Child-Friendly Justice and Specialized Legal Aid Services for Children in Trinidad and Tobago.

The ILF seeks to hire a consultant with extensive experience with juvenile justice and evaluating the conditions of detained and system-impacted children to assist in the development, implementation and analysis of a survey for children in Community Residences and Child Support Centres in Trinidad and Tobago (less than 800 as of December 2021). The ILF intends to partner with local organizations and authorities for this nation-wide undertaking, which will provide data illustrating the lived experiences of children in conflict with the law, the extent to which their rights-including the right to legal aid-have been violated, and the impact detention is having on poor and marginalized children. The ILF will then partner with local advocates and organizations to use the data from the survey to call for reforms that will remedy systemic rights violations. Information from the survey will also be used to highlight psycho-social service needs of children and to support expansion of the use of diversionary, rehabilitative programming.

The consultant will serve as an advisor to the ILF's programming in Trinidad and Tobago and provide expertise on the formation of the survey questions and data collection tool. In collaboration with the ILF and local partners, the consultant will analyze the data and draft a report synthesizing the survey findings.

Deliverables:

1. Develop a survey tool to collect qualitative and quantitative data from children in Community Residences and Child Support Centres



2. Draft a report analyzing the findings of the data collected

Anticipated selection schedule (*revised*): A selection will be made by October 31, 2022. Submission of Proposals: Proposals should be sent via email to RFP@theilf.org no later than October 17, 2022. Top applicants will move on to phone interviews before a final selection is made and may be asked for additional supporting documentation.

Please send questions by October 10, 2022; the ILF will send responses by October 14, 2022.

Timeline: Anticipated project start date November 15, 2022. The survey must be developed by January 2023. Survey implementation will take place between January 2022 and April 2023. The report must be completed by June 15, 2023.

Budget: up to \$3,000

Elements of Proposal: Proposals should include a description of qualifications and relevant expertise, vision for the project, and project plan including timeline and budget. Please also include a description of your diversity, equality and inclusion and how you will incorporate that in this project.

Antiracism, diversity, and equity are critical to our organizational values and to the ILF's mission to secure equal access to justice for all. Our success is dependent upon providing the space, resources, and support that allow our global team to bring their full selves to work, and to thrive. We strongly encourage consultants of all identities to apply. System-impacted people (i.e. people with past involvement with the criminal justice system, directly or through family) are also strongly encouraged to apply.

Evaluation Criteria: Applicants will be evaluated based on the strength of their past work and the cost and feasibility of their proposal.

All reputable consultants are eligible to apply. The ILF is committed to growing the representation of small and/ or diverse businesses among our suppliers. We strongly encourage candidates of all identities, orientations, experiences and communities to apply. Consultants shall ensure that neither they, nor any of their employees and personnel, exposes any intended beneficiary, including children, to any form of discrimination, abuse or exploitation and that they, and each of their employees and personnel, complies with the ILF's policies in relation to protection of children as advised by the ILF from time to time.

Responses to Questions Sent by September 14:

Q 1: At the time of proclamation of the package of children's legislation in May 2015, the residential sector was unregulated. To date, there remains both licensed and unlicensed community residences in Trinidad and Tobago. Is it the intention of the International Legal Foundation to include both categories of community residences in the survey? We respectfully recommend that it is.

A1: Under the initial scope of the project, the ILF planned to focus on licensed community residences. However, the scope of the project is flexible, and we are willing to consider expanding the survey to include children housed in unlicensed community residences if possible.

Q2: Is there an existing Memorandum of Understanding between the International Legal Foundation and the Children's Authority of Trinidad and Tobago?

A2: The ILF does not currently have a Memorandum of Understanding with the Children's Authority of Trinidad and Tobago.

Q3: What are the upper and lower limits of this budget?

A3: The upper limits of the budget for the consultant position is USD 3,000.00.

Q4: Is there a Scope of Work document to follow?

A4: There will not be a separate Scope of Work document. The consultant will be expected to develop the survey questions and data collection tool. Other individuals will be responsible for implementing the survey and collecting responses. The consultant will also be tasked with analyzing survey results and drafting a report synthesizing the findings.