



Information for Development Program

Terms of Reference

“ICTs & Education in the Caribbean: A Survey and Critical Review of their Use in Small Island Developing States”

infoDev (www.infodev.org) invites eligible short-term consultants to indicate their interest in providing expert services to conduct a study titled “*ICTs & Education in the Caribbean: A Survey and Critical Review of their Use in Small Island Developing States*” and present these findings at a regional workshop. The work may be done by a single short-term consultant, or by two consultants working together.

The main objective of this assignment is to gather together in a single resource the most relevant and useful information on ICT in education activities in the Caribbean, and the lessons learned from them.

The work involved in this assignment is scheduled to be completed within approximately 4 months from the date of signing the contract agreement within an available lump-sum budget of US\$45,000, which includes all fees, travel, and additional related expenses.

Background:

ICTs are widely believed to be important potential levers to introduce and sustain education reform efforts. Despite evidence of increasingly widespread use of ICTs in education initiatives around the world, however, there is little guidance available for policy makers and donor staff specifically targeted at countries contemplating the use of ICTs to help countries meet the education-related Millennium Development Goals.

Despite donor and government interest in this area, there is no consolidated documentation of what has actually happened -- and is happening -- in the Caribbean related to the use of ICTs in education. Given the particular circumstances of Small Island Developing States (SIDS), many of which are found in the Caribbean, it is thought that ICTs may be a useful tool in helping to improve access and, especially, *quality*, in the education sector. That said, it is worth noting that the Caribbean has been the site of a number of high-profile ‘failures’ of ICT use in education. Much is to be learned from such projects that could help to inform the planning and roll out of similar projects in the region in years ahead.

Conversations with colleagues at a number of organizations -- donors, governments, civil society, universities, and the private sector -- interested in ICT & education issues in Caribbean suggest that many are interested in data collection and dissemination efforts and policy dialogue in this area. infoDev is keen to avoid duplication of efforts, as well as 'survey fatigue' on the part of potential information sources 'on-the-ground'.

This project seeks to gather together in a single short resource the most useful and operationally relevant information on ICT in education activities in the Caribbean. Eventually, it is hoped that this data can be combined with data from other regions to help form a global database of lessons

learned and data related to ICT use in education in developing countries. This work will complement similar work that *infoDev* is sponsoring with UNESCO related to small island developing states in the Pacific, and *infoDev*'s current survey of ICT and education in Africa.

It is important to note this work will help to 'set the stage' for larger research and analytical work in the region.

Scope of work:

In general, this study will explore answers to the following basic questions:

- How are ICTs currently being used in the education sector in Caribbean, and what are the strategies and policies related to this use?
- What are the common challenges and constraints faced by Caribbean countries and territories in this area?
- What are the lessons learned from the past decade's investment and activities, successes and failures, related to ICT use in education, and how can these lessons inform policy dialogues and project preparation going forward?

More specifically, this study should:

- (1) survey and document the current general state of ICT use in education in countries and territories in the Caribbean*
- (2) explore some of the lessons learned from a decade of ICT use in the Caribbean*, with special attention paid to donor-funded projects
- (2) pay specific critical attention to a few high profile projects (successes and failures) through 2-4 short case studies (at least one of which must be an OECS country)
- (4) be placed in the larger context of specific challenges and critical issues faced by small island developing states in this area.

For each Caribbean country, data will be collected related to a variety of themes. The types of data collected as part of this survey could, for example, be divided into the following general categories:

- (a) General state of ICT use in education
- (b) National and regional policies & strategies
- (c) How MOEs treat ICT issues from an internal organizational and staffing perspective (including organograms of ICT responsibilities at the MOE), as well as other governmental entities (Ministry of Labor, Ministry of Science and Technology, PTT, etc.), as relevant/appropriate;
- (d) Current levels of ICT access and use in the sector;
- (e) Notable initiatives and programs;
- (f) Constraints on the use of ICT in education;
- (i) Donor activities;
- (j) Use in non-formal education;
- (k) Other notable and relevant information (e.g. gender, literacy);
- (l) Additional information resources.

Particular note should be made of how ICTs are used in education at various levels of an education system (e.g. primary education; secondary education; higher education; vocational education) and where ICTs have been used in non-formal education to facilitate lifelong learning and to aid workforce preparedness. It is expected that this study will encompass and be relevant to both the

"ICTs in education" and "distance education" communities (the lines between which are rapidly blurring). Where lessons learned and experience from countries outside the region (especially from other small island developing states) are specifically relevant to the circumstances and challenges in the Caribbean, these may be included in the study.

infoDev proposes to use UNESCO-Bangkok's *Metasurvey on the use of Technologies in Education in Asia and the Pacific*, and the related survey collection methodology, as a rough model for portion of the work (indicated in #3 above) to 'survey and document the current state of ICT use in education in countries and territories in the Caribbean'.

*For the purposes of the work described in this terms of reference, the 'Caribbean' comprises all of the Small Island Developing States (SIDS) and territories of the Caribbean excluding Cuba, Haiti and the Dominican Republic.

Workshop: The Consultant(s) will be expected to lead a one-day workshop organized by *infoDev* exploring issues and findings from the study with a group of policymakers and practitioners in the Caribbean in the fall of 2006.

Primary audience: The *primary audience* for this study is policy makers in countries in the Caribbean, as well as their counterparts in development agencies. The study's documentation and exploration of issues related to the use (and misuse), opportunities and challenges of the use of ICTs in education based on actual experience (good and bad) in the Caribbean should be of wider applicability to small island developing states outside of the region as well.

Additional information: Please note that this study is meant to complement, inform and be informed by other *infoDev* activities related to ICT use in education in developing countries, most specifically the "Survey of ICT in Education in Africa" and an upcoming workshop on ICT and Education in the Pacific (co-sponsored with UNESCO), which also will be focused on the use of ICTs in the education sector in small island developing states. The results will be synthesized and published (in print and on the web) and widely disseminated. It is expected that this study could serve as an important resource for a variety of follow-on studies and capacity-building work.

This study is one in a series of research work commissioned by *infoDev* focusing on issues related to the appropriate use of ICTs in education to help countries meet the Millennium Development Goals. More information about other activities in this area is available at <http://www.infodev.org/education>.

Budget

The work involved in this assignment, including the study and related review workshop, is scheduled to be completed within approximately 4 months from the date of signing the contract agreement within an available lump-sum budget of US\$45,000, which includes all fees, travel, and additional related expenses.

Deliverables

1. Preliminary workplan – 10 days after signing contract with *infoDev* ("Effective Date")
2. First draft of study/survey – ~3 months from Effective Date
4. Review workshop – ~ 3.5 months from Effective Date.
5. Final version of study – ~4 months from Effective Date

Tentative Timeline:

This work is expected to take ~ 4 months.

Publication of TOR	12 May 2006
Deadline for submission of CVs	24 May 2006
Consultant(s) chosen	26 May 2006
Contract signing	31 May 2006
Preliminary Workplan due to <i>infoDev</i>	mid-June 2006
First draft of study completed and submitted	early September 2006
Review workshop	early October 2006
Final version submitted to <i>infoDev</i>	end October 2006

Please note that the timeline presented here is *indicative* and *tentative*. The actual timeline will be worked out jointly between *infoDev* and the Consultant(s).

Consultant eligibility and selection criteria

The Consultant is expected to have demonstrated expertise and at least five years' experience working with ICTs in education in developing countries. Demonstrated knowledge and experience in the education sector in developing countries is much more important than knowledge and experience related to ICTs. Specific experience and background working in the Caribbean and/or knowledge of issues and challenges common to many small island developing states is preferred but not required. Knowledge of and experience with working with ministries of education, NGOs and the private sector, and in comparative studies related to ICT use and/or education in developing countries is preferred but not required. Selection will be done in accordance with the procedures set out in the World Bank's Guidelines: Selection and Employment of Consultants by World Bank Borrowers May 2004 (current edition). More information about World Bank procurement processes and guidelines can be found on its Procurement web site at <http://www.worldbank.org/procurement>.

Contact

Interested consultants may obtain further information on the *infoDev* web site at <http://www.infodev.org/education> or at the address below from 10am to 5pm US Eastern Time.

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- **Electronic submission of curriculum vitae (and related documents, as appropriate), is strongly preferred.**
- **Documents should be submitted via e-mail as a Microsoft Word or PDF file to mtrucano AT worldbank DOT org.**
- **Please include the following information on the subject line of your e-mail: infoDev 1273 Caribbean Survey – ___ (consultant name) .**
- **Deadline for submission: 24 May 2006, 11:59pm Washington, DC time.**

About *infoDev*

The Information for Development Program (*infoDev* – www.infodev.org) is an international consortium of official bilateral and multilateral development agencies and other key partners, facilitated by an expert Secretariat housed at the World Bank. Its mission is to help developing countries and their partners in the international community use information and communication technologies (ICT) effectively and strategically as tools to combat poverty, promote sustainable economic growth, and empower individuals and communities to participate more fully and creatively in their societies and economies. *infoDev* pursues this mission through an integrated set of programs financed by its consortium members and administered by the *infoDev* Secretariat in active cooperation with all members and other key strategic partners, public and private. Its work is rooted in the conviction that information and communication are indispensable elements of effective and responsive institutions (including governments), markets and societies. More information about *infoDev*'s work in the education sector can be found at <http://www.infodev.org/education>.