



**RECOVERY OF ECONOMIC ACTIVITY FOR LIBERIAN INFORMAL
SECTOR EMPLOYMENT (REALISE) PROJECT**
Capitol Bye Pass, Old Maternity Center, 1st Floor
Monrovia-Liberia



Terms of Reference (TOR) for the National Social Protection Steering Committee (NSPSC)

Title: National Social Protection Steering Committee (NSPSC)

Location: Ministry of Gender, Children, and Social Protection (MGCSP), Monrovia, Liberia

Chair: Minister of Gender, Children, and Social Protection

Secretariat Lead: National Coordinator for Social Protection

Background:

The Ministry of Gender, Children, and Social Protection (MGCSP) through the National Social Protection Secretariat at the Recovery of Economic Activity for Liberian Informal Sector Employment (REALISE) Project, alongside other government institutions and development partners, is committed to building a comprehensive and forward-looking social protection system in Liberia. This system will leverage existing policy and implementation mechanisms at various administrative levels, from national to community. The NSPSC plays a crucial role in articulating, disseminating, and ensuring the implementation of social protection policies and programs.

Objectives:

- To provide strategic direction and policy guidance for the national social protection system.
- To ensure efficient coordination and implementation of social protection interventions across various sectors and levels of government.
- To promote the equitable distribution of resources to vulnerable populations.

Composition:

The NSPSC will be chaired by the Minister of Gender, Children, and Social Protection and will include Ministers from key sectors, representatives of civil society organizations (CSOs), and donor agencies. The committee may establish technical sub-committees as needed.

Members:

- Ministry of Gender, Children, and Social Protection



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- Ministry of Health
- Ministry of Agriculture
- Ministry of Education
- Ministry of Finance and Development Planning
- Ministry of Internal Affairs
- Ministry of Youth and Sports
- Liberia Agency for Community Empowerment
- National Social Security and Welfare Corporation
- Civil Society Organizations (CSOs) engaged in social protection
- Donor agencies supporting social protection programs

Key Responsibilities:

1. Policy and Strategic Guidance:
 - a. Provide overarching policy direction for social protection programs.
 - b. Ensure alignment of social protection initiatives with national development priorities.
 - c. Approve strategic plans and major program frameworks.
2. Coordination and Oversight:
 - a. Coordinate multi-sectoral efforts to enhance social protection.
 - b. Oversee the implementation and progress of social protection activities.
 - c. Facilitate collaboration among government entities, CSOs, and donor partners.
3. Resource Allocation:
 - a. Ensure fair and equitable distribution of resources across counties and districts.
 - b. Monitor the targeting processes to guarantee that resources reach the most vulnerable populations.

Monitoring and Evaluation:

- Establish robust monitoring and evaluation frameworks.
- Review and act on regular reports and assessments to ensure program effectiveness.
- Support evidence-based decision-making through impact evaluations and data analysis.

Secretariat Functions:

The National Social Protections (NSP) Secretariat, led by the National Coordinator for Social Protection, will undertake the following functions:



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1. Advocacy and Communication:
 - a. Promote national-level advocacy for social protection programs.
 - b. Disseminate good practices and learning from the program.
2. Guidelines and Operational Procedures:
 - a. Develop and update guidelines and operational procedures for program implementation.
3. System Building:
 - a. Support the development of effective systems for targeting, selection, and monitoring.
 - b. Refine mechanisms for resource allocation.
4. Technical Support and Implementation:
 - a. Provide technical support for program activities.
 - b. Facilitate training and capacity building.
5. Data Management and Reporting:
 - a. Manage data through a reliable MIS with clear protocols.
 - b. Produce routine and commissioned operational reports.
6. Grievance Redressal:
 - a. Address grievances escalated from the field and district levels.
 - b. Document and provide timely feedback to complainants.
7. Impact Evaluation:
 - a. Support evidence-based impact evaluation and communication.

Implementation Plan:

1. Initial Setup (June 2024):

- Schedule the first NSPSC meeting to establish the pilot county-level structure and announce the launch of the Updating of the National Social Protection Policy and Strategy.
- Engage key stakeholders and form technical sub-committees.

2. Pilot County Social Protection Structure (July - December 2024):

- Begin field activities in Grand Bassa County.
- Train county and district-level officials.
- Monitor and evaluate roll-out

3. Update National Social Protection Policy and Strategy (July - December 2024):

- Hire Consultant
- Finalize Plan
- Conduct consultations and validation
- Finalize Policy and Strategy



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Expected Outcomes:

- A well-coordinated national social protection structure.
- Enhanced targeting and equitable distribution of social protection resources.
- Improved collaboration among government entities, CSOs, and donor partners.
- A robust system for monitoring and evaluating social protection programs.

Reporting:

The County Superintendent will report to the NSPSC on the progress and challenges of the County Level Social Protection Coordination Structure. The NSPSC will provide regular updates to ensure transparency and accountability.

Budget and Resources:

- Funding for the pilot phase will be provided by the MGCSP through the REALISE Project, with support from donor partners.
- Additional resources may be mobilized through partnerships with CSOs and other stakeholders.

Contact Information:

For further inquiries or to provide feedback, please contact:

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