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Online courses’ platform for capacity building

**Terms of Reference**

July 2020

I. About IDA

The [International Disability Alliance](http://www.internationaldisabilityalliance.org/) is an alliance of 14 global and regional organisations of persons with disabilities, which brings together over 1,100 organisations of persons with disabilities and their families from across eight global and six regional networks. Together, IDA promotes the rights of persons with disabilities across the United Nations' efforts to advance human rights and sustainable development and supports organisations of persons with disabilities to hold their governments to account and advocate for change locally, nationally and internationally.

The cornerstone of IDA's and its members' work is the United Nations Convention on the Rights of Persons with Disabilities (UN CRPD). IDA and its members advocate for the effective and full implementation of the UN CRPD, and compliance by governments and the UN System, through the active and coordinated involvement of representative organisations of persons with disabilities at the national, regional and international levels. The 2030 Agenda and its Sustainable Development Goals are also integral to IDA's work to promote inclusive, sustainable development in line with the UN CRPD.

More information is available on [www.internationaldisabilityalliance.org](http://www.internationaldisabilityalliance.org)

II. About the Bridge CRPD-SDGs Training Initiative

Since 2010, IDA and its members have invested in capacity building of persons with disabilities and their representative organisations, with focus on the global south and underrepresented groups. Between 2010 and 2012, IDA implemented the CRPD monitoring training for organisations of persons with disabilities (DPOs) and allies to engage in reporting process to the UN, both the Treaty Bodies and the Universal Periodic Review (UPR). From 2012 to 2015, the Train of Trainers, Advisors and Leaders (ToTAL) was established with the aim at developing the capacity of trainers and leaders at sub-regional levels.

Based on the lessons learned from the these capacity building initiatives, in 2015 IDA in partnership with the International Disability and Development Consortium (IDDC) and support from a number of allies developed the [Bridge CRPD-SDGs Training Initiative](http://www.internationaldisabilityalliance.org/content/bridge-crpd-sdgs-training-initiative). Bridge CRPD-SDGs Training Initiative aim to support organisations of persons with disabilities (DPOs) and disability rights advocates to develop an inclusive (all persons with disabilities) and comprehensive (all human rights) CRPD perspective on development, including the post-2015 agenda and Sustainable Development Goals (SDGs).

Over the course of the last 5 years, the Bridge CRPD-SDGs Training Initiative has produced a body of knowledge in the form of training modules, papers, analysis, among others. To manage the knowledge and to share it through a cohesive system, IDA decided to create a series of e-learning classes. The current spread of the COVID-19 pandemic not only accelerated the development of the online-based courses leveraging technology to promote uninterrupted trainings and knowledge transfer. Online learning will be a cornerstone of IDA’s strategy in 2020-2025.

III. Background

Due to the COVID19 pandemic, IDA—as any other organization worldwide—was obliged to suspend its in-person activities. This directly impacted all IDA’s work, including in-person trainings.

The COVID crisis has exposed persons with disabilities to the need to leverage technology and, while there is still wide scale exclusion, in many instances there are reports of the lessening of the digital divide and social innovations using very basic technology in skill development and other efforts targeting persons with disabilities.

The lockdown and the impact on persons with disabilities led IDA members, their members and IDA partners to request IDA to explore opportunities for exchanging, interacting and sharing knowledge over the internet. From March to July 2020, IDA launched a number of Facebook Lives and webinars on COVID-19 and persons with disabilities. In addition, IDA and IDDC have launched an online Covid-19 End-Discrimination and Accessibility campaigns to ensure that both information on COVID-19 response and its online dissemination is accessible to persons with disabilities. Similarly, IDA in partnership with IDDC launched another online campaign titled as ‘Rebuilding an Inclusive Future for All’ to ensure that response and recovery are disability inclusive and based on the rights of persons with disabilities.

However, as is the case globally, it not only quickly developed ‘webinar fatigue’, but it was also difficult for people from different regions to participate due to lack of reliable internet connection, different time zones and language barriers. These one-way broadcasts model of information, unfortunately, does not allow too much interactions and does not facilitate any kind of mentorship process, which has defined IDA’s capacity building work evolution over the last few years, which has moved from a pure training model towards mentorship and coaching.

Discussions and feedback from IDA members have persistently highlighted the need to have refresher or targeted courses on innovative aspects of the CRPD and SDGs after the in-person courses, stressing the need of having accessible and easy-to-use resources available for their own trainings and sensitisations back home after the training modules.

IV. Services required

Despite a large number of learning platforms, only a very limited number is really made in an accessible way for all people with disabilities both as participant and facilitators.

While there are options to host courses on existing Massive Online Open Course websites, the goal of having and IDA’s own courses’ platform is to ensure that the principles and practices developed through its trainings remain at the core of these courses.

Hence, IDA is putting out a tender for an online learning platform to host courses which would be owned by IDA. This system would also allow for IDA members to host their own courses with their own dedicated training spaces within the platform. This would best allow the design of a system to be used even in remote and rural area, with little digital literacy, poor internet connectivity and with a particular focus on women with disabilities and the most underrepresented groups. Ultimately, it may also work as a catalyst to provide encouragement for organization for persons with disabilities and funding agencies to build digital capacity of the organizations of persons with disabilities that they support.

Providers should comply with the following basic criteria:

Accessibility

* Compliance with the WCAG 2.1, WAI standards for the Web and standards AAA
* Operability with Windows, Mac OS and Linux
* Functionality in a mobile browser or has a mobile app
* Optimized intuitive presentation, tools and user-friendliness, not only for trainees, but also for trainers
* Acceptance of accessible event handlers (works with both the mouse and the keyboard)
* Compatibility with screen-reader and allowing for high-contrast screen
* Support or provision of closed captions
* Support to alt text for images and voice inputs

Languages

* Work in a large number of languages supported
* Support or provide closed captions in different languages

License

* Accept license (or registration/password) for IDA and its members with independent sections
* Ensure data security and privacy (easily defining users’ roles/ management of access)

Minimum device and connectivity requirements

* Ability to run an online course with a minimum internet connectivity and in older editions of devices
* Work with different accessibility features
* Interact within a Drupal framework (able to be embeddable within IDA website)
* Accept IDA website graphic chart
* Support low-bandwidth mode/ conditions and offline mode
* Support API integration (customize external software)

Customizations

* Customizable to add accessibility features/functions
* Customizable to add support for additional languages
* Have a list of third-party apps and services integrated into it (such as YouTube and Zoom)
* Offers dedicated customer support for technical errors and issues, queries, requests for customizations
* Allow for control over IDA’s own data and complies with General Data Protection Regulation (GDPR)
* Provide online exams, certificate, quizzes
* Provide interactivity between trainee and trainers and between trainees (e.g. chats and forum)
* Generate data to enable trainers to track the progress and participation of trainees
* Allow simultaneous running of different virtual rooms (such as for group work)

VI. Tentative Timeline

* Launch of the procurement – 16 July-30 July 2020
* Test with IDA members of the shortlisted platforms – 30 July to 16 August 2020
* The finalist decision will be announced around 20-24 August 2020
* Purchase of the platform is anticipated during 25 to 30 August 2020

# VII. Application Package

* Companies interested in applying to this call are kindly asked to present the following information by **30 July 2020**:
* Estimated budget (preferably in USD with terms of payment and maintenance fees if applicable);
* Answers to the “IDA Requirements Questionnaire” (attached in word format)
* Proposed timeline for the online platform to be operational, taking into account that the launch should be around September 2020;

Please send the application package to [consultancy@ida-secretariat.org](mailto:consultancy@ida-secretariat.org) with the subject *“Online courses’ platform”* no later than **30th July 2020.**