

Partnership Schools for Liberia Clustering Allocation Process Form

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Cluster criteria

The School Allocation note of 31 May sets out cluster requirements. Attached as an annex is the list of clusters.

- Six potential geographical clusters were suggested in the note. At the provider meeting on June 1, providers ALL wanted geographically proximate schools in each cluster e.g. 3km max between one school and the next. **This was their primary request.** We have tried to accommodate this as far as we could, which has meant changing some of the geographies from the May 31st note.
- We have also tried to include a good number of 2G clusters for providers that require this. Yet we have maintained just as many clusters that are in the more remote and disadvantaged parts of the South East, without 2G. We remind all that the SE is already the most disadvantaged region of Liberia, according to several World Bank indicators.
- By making 80% of year 2 schools in the SE, we are more than meeting the requirement to have a more pro-poor and representative allocation of schools.
- The majority of primary schools in Liberia run from Kindergarten to Grade 9. Therefore, by including schools with ECE and primary we have, by necessity, needed to include some schools that go up to Grade 9.
- Exception has been made for LIYONET and Stella Maris who already took more remote schools in year 1 and are being allocated a relatively small number of schools for year 2. LIYONET will have both their new schools in Sinoe. Stella Maris will have both their new schools in Montserrado.
- Therefore, a summary of the criteria for cluster selection is:
 - 80% of year 2 schools in SE (this meant we had to include all public schools in the SE with primary or ECE)
 - Geographical proximity / clustering where possible
 - A good number with 2G
 - A good number with K-9 grades
 - For the non SE schools, schools that were harder than in year 1 were selected (e.g. they do not have 3+ teachers, or do not have 5+ classrooms, or have double shift, or have secondary)
 - For Sinoe and Montserrado (the LIYONET and Stella M schools) we used the same criteria as year 1 (i.e. 3+ teachers, 5+ classrooms, AND have single shift AND have no secondary).

Cluster allocation process

- The May 31 note set out a working bid document with the below criteria and an indicative allocation by provider.

Providers should include with their bids a written statement covering the following:

- Justification for how they decided their target number of schools and how they will adequately serve the number of schools requested
- If their model costs more than \$60 per student for assignments in the SE, what the additional budget needed is, what funding is secured and what their funding plan is
- Why these specific schools/clusters were requested
- Any limiting criteria that prevent them from taking other clusters. (being clear on what clusters/ features are not possible, and what is a preference)
- Accomplishments from year 1
- Lessons learned from year 1 and how they will be applied to year 2
- Outline of their data management system, what processes are in place
- Key management personnel in place and their access to organisational know-how
- Statement as to why they feel their scaling model should be considered over others

- These criteria are outlined in the cluster allocation form below for Providers to **submit by Wednesday 21 June**. All forms are to be submitted to the Partnership Schools email account.
- The note stated that actual clusters may slightly alter the allocations. Providers were also asked to provide more evidence to ensure their rating level (A,B,C). This is also included in the form.
- Providers may request more or less schools / clusters than in their indicative allocation, but the Ministry will only consider altering these allocations based on the practicality of clustering and additional evidence provided.
- The May 31st note encouraged operating partners to work in Southeast and asked that, of those willing to do so, at least 80% of their schools be in the Southeast.
- Providers were expected to bid for several schools, but the allocation set according to the scoring system and evidence provided. Preliminary allocations were listed.
- The MoE will review all providers' cluster allocation forms, and allocate based on preferences, educational need and provider's ability to meet these needs (as defined in the form below). This is the last opportunity for providers to submit evidence to address their scores.
- The Ministry understands that the clustering process and additional evidence provided may cause some variation to the allocations in the May 31 document, but will endeavour to limit this

Timeline

Date	Activity
Friday 9 June	Ministry agree cluster criteria proposal and we brief IPA
Monday 12 June	Ministry review IPA clusters and reconvene as needed
Wednesday 14 June	Cluster list, cluster allocation document and timeline shared with providers.
Thursday 15 June	PSL provider meeting / clarification of questions.
Wednesday 21 June	Provider's cluster allocation forms received
Thursday 22 June	Ministry team review allocation forms and make final decision on scoring system and allocations by provider. These are sent to IPA and key advisors by close Thursday
Monday 26 June	School allocations to providers announced. Provisional KPIs (worked up with Social Finance) also shared.
Monday 3 July	Providers must state if they cannot accept any of the schools given to them
Tuesday 4 July	Contract negotiation and signing begins
July and August	Providers prepare for school opening in September. Ministry focused on ensuring sufficient teachers in place for all schools in time for school opening; that all year 1 teachers have been added to payroll and providers compensated for salaries they paid.