

Translation and Interpretation

Scope of work for Play to Learn 2024

Sesame Workshop and its partners are leading on the Play to Learn Project to support new early childhood development programs for millions of children affected by the Rohingya and Syrian refugee crises. The 6-year program leverages the power of learning through play, providing communities affected by refugee crises access to vital early learning opportunities.

The Play to Learn project has a variety of interpretation and translation needs in 2024. These include:

1. Translation of English-language technical documents linked to technology, interventions, and research for early childhood development programs (including quality assurance for translations).
2. Remote simultaneous interpretation at meetings
3. Design translation of toolkits, infographics, or other visualizations of technical information, which would require the capacity to work with inDesign files.
4. An ability to work with organizations of people with disabilities to agree on appropriate translations for terms related to disabilities, disability inclusion, or the rights of people with disabilities.

The total budget for the portfolio of work is \$50,000. We anticipate work will begin in March 2024 and finish in September 2024 (with the majority of the work happening in March-June 2024).

Languages required include Arabic, Bangla, and Spanish.

The estimated timeline and work is below:

Deliverables	Languages	Timeframe/due date
Translation and design translation of a toolkit describing how to use a specific set of videos in education settings *requires design translation	Translation from English to Spanish and Arabic or Bangla	March-June 2024
Translation of briefs or short reports (up to 12 pages) *requires design translation	Translation from English to Arabic or Spanish or Bangla	March-June 2024
Translation of long reports (over 24 pages in length) *requires design translation	Translation from English to Arabic or Spanish or Bangla	March-June 2024
Translation of infographics *requires design translation	Translation from English to Arabic or Spanish or Bangla	March-June 2024
Translation of webpages	Translation from English to Bangla and Arabic (potential for Spanish)	February-June 2024

Remote simultaneous interpretation at meetings	English, Arabic, Bangla, Spanish	Jan-September 2024
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Instructions for submission:

Materials for instruction include:

1. A proposed scope of work, which describes the work your firm can do as well as the price per deliverable
2. A brief description of your firms' quality assurance procedures (no more than 1 page)
3. 2 references of similar work done

Please send your materials to Anjuli Shivshanker, anjuli.shivshanker@sesame.org by February 5, 2024.