



TERMS OF REFERENCE

Project title: From diversity blind into diversity transformative local communities towards inclusive equality

PUBLIC CALL FOR EXPERTS: Advancing Gender Equality and Diversity on the Local Level through Intersectional Analysis and Indicators

About the project:	The project has a goal of enabling grass root civil society organizations to become active participants in the evaluation of local budgets and policies, ultimately promoting equity and inclusiveness within their communities. The focus will be on fostering dialogue with local and national governments, advocating effectively, and monitoring reforms related to the accession process. Additionally, the project will enhance the sectorial networking of CSOs and policy dialogue through two of the twelve IPA sectorial working groups. The project will adopt an inclusive approach and work closely with CSO representatives in 17 municipalities to develop evidence-based policies that counteract discrimination and advance equality and inclusiveness.
Project objective:	The objective of this project is to foster structured dialogue and collaboration between public institutions and empowered rights-based grass root civil society organizations. This will be achieved by evaluating local policies, programs, and budgets using equality indicators, leading to reforms and the creation of inclusive communities
Target groups:	Target groups: Representatives from local, rights based CSOs and 17 units of the LSG from the following municipalities: Karposh, Shtip, Pehcevo, Kriva Palanka, Lipkovo, Konche, Strumica, Bitola, Mogila, Staro Nagoricane, Gradstko, Rosoman, Kavadarci, Struga, Vevcani, Gostivar, Vrapchishte.
Place:	Municipalities: Karposh, Shtip, Pehcevo, Kriva Palanka, Lipkovo, Konche, Strumica, Bitola, Mogila, Staro Nagoricane, Gradstko, Rosoman, Kavadarci, Struga, Vevcani, Gostivar, Vrapchishte.
Timeframe	<i>01.01.2023 – 31.12.2025 (33 Months)</i>



Results and Activities:

Results:

R1: Inter-sectional gender assessment of local equality policies, annual programs and budgets is conducted by developing unified monitoring tools to measure the commitment of local authorities for improvement of the equality policies on local level;

R2: Capacity of right-based grass root civil society organizations are strengthened and networking developed towards strengthening sectorial policy dialogue in (1) Justice and (2) Education, Employment and Social Policy, enabling them to monitor accountability of local self-government;

R3: Structured sectorial local mechanisms for consultations on local level are developed and strengthened.

Activities

The project consists of 3 sets of activities:

WP1: Developing tools for Intersectional gender assessment

1.1 Intersectional gender analysis of local Strategic documents, policies and action plans and tools for their alignment with municipal annual programmes and budgets

1.2 Development of intersectional gender indicators for local programming towards gender equality and diversity enhancement on local level (relevant for this call for experts)

1.3 Intersectional gender analysis of local Strategic documents, policies and action plans and tools for their alignment with municipal annual programmes and budgets (relevant for this call for experts)

1.4 Developing practical Guide for Intersectional gender assessment (relevant for this call for experts)

1.5 Equality and Diversity consultations with CSOs, citizens and Government

1.6 Public conference for presentation of the findings to the existing structures for EU negotiation

WP2: Capacity building on Intersectional Gender approach and networking

2.1. Needs assessment of the CSOs to assess their advocacy capacities and needs, knowledge, skills to work on improvement on the specific local policies

2.2: Capacity building on Intersectional Gender approach and diversity mainstreaming into local strategic documents and programmes

2.3: Training interventions organised



	<p>2.4: Networking, consultation, communication and coordination among local and national stakeholders towards enhancing grass root/local CSOs to participate in the work of the sectorial working groups for EU accession and negotiations</p> <p>2.5. Capacity building thought mentoring on institutional and individual level for grass root CSOs</p> <p>WP3: Sub-granting for 17 CSOs countrywide</p> <p>3.1 Development of sub-granting scheme</p> <p>3.2 Implementation of sub-granting scheme</p> <p>3.3 Evaluation of the impact and dissemination of the results of sub-granting scheme</p> <p>3.4 Increased visibility of the project results</p>
<p>Expert's tasks and duties:</p>	<p>The Union - National council for gender equality, in partnership with Polio Plus and Association for Democratic Initiatives, is looking for 7 to 8 experts to undertake an assignment aimed at promoting gender equality and diversity at the local level for the needs of the project "From diversity blind into diversity transformative local communities towards inclusive equality". The experts will be responsible for developing and implementing intersectional gender analysis and indicators in two areas: Justice and Education, Employment, and Social Policy. They will focus on sex and gender intersecting with ethnicity (including Roma) and disability to enhance gender equality and diversity in local programming. In addition, the experts will also be tasked with analyzing local strategic documents, policies, and action plans and develop tools for their alignment with municipal annual programs and budgets, as well as a practical guide for intersectional gender assessment. The ultimate goal is to ensure that local programming, policies, and action plans are inclusive and intersectional, promoting gender equality and diversity at the local level. The selected experts will work in close collaboration with the project team, under supervision of the project manager. The project team welcomes applications from experts with experience in gender analysis, policy development, and local programming.</p> <p>Assignment 1: Development of intersectional gender indicators for local programming towards gender equality and diversity enhancement on local level (Activity 1.2.)</p> <p>Detailed description of the engagement:</p> <ul style="list-style-type: none"> - The aim of this engagement is to develop intersectional indicators in two areas: (i) Justice and (ii) Education, Employment and Social Policy areas. The focus will be on sex and gender intersecting with the grounds of ethnicity (including Roma) and disability. The indicators will allow practitioners to apply an intersectional approach at any stage of the process (analyze, adapt, assess) and will be developed after the preparation of the study (activity 1.1). Through practical examples, the indicators will demonstrate how the eight intersectionality enablers' tools can be applied at each stage, providing practitioners with tools to adapt and implement local changes as part of an intersectional approach. The indicators will pursue gender desegregated data collection process, which is an obligation under the Law on Equal Opportunities between Women and Men, and also, will build local capacities for participatory programming budgeting on the national level (Law on Budgets is in Parliamentary legislative procedure and it is expected to be enacted, thus obliging



municipalities to follow indicators for preparation of local budgets i.e., planning and executions of local (annual) programmes). The indicators will be consulted with relevant stakeholders. The development of the Analysis from a gender perspective using an intersectional approach (in Justice and Education, Employment and Social Policy for the grounds of sex and gender intersecting with ethnicity and disability) for 17 municipalities (activity 1.3) will be done in parallel with this activity. For each of the local programmes (such as education, employment, urbanism, communal work, social affairs, environment, sport etc.), a set of indicators will be developed related to disability and ethnicity to ensure proper assessment of the intersectionality wheel. The indicators will be tested during the sub-granting scheme planned for later stages of the project. Translation in MK/AL/EN will be provided, and up to 12 pages of indicators will be available and disseminated to +130 CSOs and local/national institutions.

Output/s:

Indicators developed in Macedonian language, 12 pages;

Modality of engagement: local expertise with specific knowledge and experience in gender equality, anti-discrimination, inter-sectional approach, and rights of persons with disabilities, and/or human rights defenders, civil society and public policy, including budgets.

Time schedule: May 2023 until February 2024

Maximum expert days allocated for this task: 15 days per expert

-30 expert's days for development of indicators;

Assignment 2: Intersectional gender analysis of local Strategic documents, policies and action plans and tools for their alignment with municipal annual programmes and budgets

Detailed description of the engagement:

- This section of the engagement involves the development of an analysis from a gender perspective using an intersectional approach for 17 municipalities, focusing on the intersection of ethnicity (including Roma) and disability. The analysis will be developed using a variety of methodologies, including consultation with local grass-root CSOs, municipalities, and other stakeholders. The activity will consist of four steps: (1) reviewing strategic documents to identify gaps and synergies from an intersectional gender perspective, (2) conducting questionnaires and public opinion polls in each municipality (both online and in-person), (3) mapping local grass-root CSOs and other stakeholders (including inter-sectoral bodies such as local Socio-Economic Councils, Social Councils, and Councils on Non-Discrimination), and (4) preparing 17 draft analyses, which will be finalized after consultations and citizen input through output no.1.5. The analyses will include a summary of findings and recommendations, highlighting similarities and specificities. Each analysis will consist of a maximum of 25 pages, and will be developed in Macedonian and translated into English and Albanian. The analyses will be made available online.

Geographical area to be covered by the research/analysis:

Skopje region: Karposh

Eastern region: Shtip, Pehcevo



North-east region: Kriva Palanka, Lipkovo

South-east region: Konche, Strumica

Pelagonia: Bitola, Staro Nagoricane, Novaci

Vardar region: Gradsko, Rosoman, Kavadarci

South-west region: Struga, Vevcani

Polog region: Gostivar, Vrapciste

Output/s:

Analysis from gender perspective using intersectional approach on the grounds of ethnicity and disability for 17 municipalities;

Modality of engagement: local expertise with specific knowledge and experience in gender equality, anti-discrimination, inter-sectional approach, and rights of persons with disabilities, and/or human rights defenders, civil society and public policy, including budgets.

Time schedule: June 2023 until February 2024

Maximum expert's days allocated for this task: 19 days per expert

-97 expert days for 17 Analysis from gender perspective using intersectional approach in 17 municipalities;

Assignment 3: Developing practical Guide for Intersectional gender assessment

Detailed description of the engagement:

- A Practical Guide for Intersectional Gender Assessment will be developed as a tool primarily for use by CSOs, but also by municipalities. The guide is expected to be finalized after expert consultations, in parallel with the development of indicators for strategic documents and local annual programs, to serve CSOs for the sub-granting component planned in later stages of the project. The practical guide, which will be published and disseminated to targeted municipalities (300 copies), will be up to 40 pages long and available in Macedonian, English, and Albanian. The guide will be developed based on previous activities implemented as part of the project.

Output/s:

Guide for Intersectional gender assessment (to be used by CSOs and municipalities).

Modality of engagement: local expertise with specific knowledge and experience in gender equality, anti-discrimination, inter-sectional approach, and rights of persons with disabilities, and/or human rights defenders, civil society and public policy, including budgets.

Time schedule: July 2023 until February 2024

Maximum expert's days allocated for this task: 15 per expert

- 30 expert days for the development of the Guide for Intersectional gender assessment.



Qualifications of experts

Experts to provide support for Advancing Gender Equality and Diversity on the Local Level through Intersectional Analysis and Indicators

Expert profile 1: Gender and diversity expert (relevant for all Assignments)

Assignment 1: One expert

Assignment 2: up to 2 experts

Assignment 3: One expert

Qualifications and skills:

- Academic profile: University degree in social sciences, law or similar in related field or equivalent (i.e., 10 years of relevant professional experience following secondary education)
- Master's degree will be an asset;
- Proven ability in managing processes and people;
- Strong analytical skills and report writing abilities;
- Good interpersonal skills, clear communication and ability to establish working relationships with state and local stakeholders, public administration and civil society sector;
- Fluency in Macedonian and English, spoken and written;
- Ability to work with minimum supervision.

General professional experience:

- Minimum ten (10) years of professional experience in working on equality and non-discrimination, including gender equality;
- At least 10 years of working experience on assignments and experiences on research and reporting related to vulnerable/marginalized groups (for example: persons with disabilities, minorities, Roma etc) i.e., inter-sectional approach in gender inclusion and gender mainstreaming;
- Minimum ten (10) years of experience in working with CSOs in the field of public policies and/or institutional and CSOs' capacity building;

Specific professional experience:

- At least 10 years of working experience, out of which at least 5 years of professional experience in development of analysis (in addition to the years of relevant professional experience required to compensate for the absence of a university degree);
- Experience in gender and inclusion analysis and/or GRB will be an asset;
- Proven knowledge of the latest EU strategies concerning gender equality and CSOs role within the EU accession process will be an asset.

Expert profile 2: Gender responsive budgeting expert (relevant for all LOTS)

Assignment 1: One expert

Assignment 2: up to 3 experts

Assignment 3: One expert



Qualifications and skills

- Academic profile: University degree in social sciences, law or similar in related field or equivalent (i.e., 5 years of relevant professional experience following secondary education)
- Master degree will be an asset;
- Strong analytical skills and report writing abilities;
- Excellent Nomo-technical and legal drafting skills;
- Proven ability to manage a complex constellation of stakeholders;
- Good interpersonal skills, clear communication and ability to establish working relationships with state and local stakeholders, public administration and civil society sector;
- Fluency in Macedonian and English, spoken and written.

General professional experience

- Minimum ten (10) years of professional experience in working on human rights, equality including gender equality and non-discrimination;
- At least 10 years of working experience on analysis, assignments and experiences on research, legal drafting and reporting related to vulnerable/marginalized groups (for example: persons with disabilities, minorities, Roma etc) i.e., inter-sectional approach in gender inclusion and gender mainstreaming;
- Minimum ten (10) years of experience in working with CSOs in the field of public policies and/or institutional and CSOs' capacity building.

Specific professional experience

- At least 10 years of working experience, out of which at least 5 years of professional experience in development of methodologies, legal analysis and legal documents (in addition to the years of relevant professional experience required to compensate for the absence of a university degree);
- Experience in gender and inclusion analysis and/or GRB will be an asset;
- Proven knowledge of the latest EU strategies concerning gender equality and CSOs role within the EU accession process will be an asset.

Required documentation:

1. The offer submitted **by natural persons** should contain the following information:
 - Annex 1. Brief biography;
 - Proposal of methodology (Annex 2);
 - Signed declaration of exclusivity and availability (Annex 3).
 - Financial offer (Annex 4);
 - Completed table for expression of interest for a specific task (Annex 7)



	<p>Additional attachments: At least two papers/analyses from similar work engagements of the expert.</p> <p>2. The offer submitted by legal entities should contain the following information:</p> <ul style="list-style-type: none">• Current status of the supplier no older than 6 months;• Brief biography of the experts (Annex 1);• Proposed methodology (Annex 2);• Signed statement of exclusivity and availability (Annex 3).• Financial offer form (Annex 4);• Overview of performed services (Annex 5);• Proposed experts (Annex 6);• Completed table for expression of interest for a specific assignment (Annex 7)• Statement on non-existence of conditions for exclusion of a supplier for the performance of services for the project (Annex 8) <p><i>Payments will be made in instalments upon receipt and approval of the deliverables.</i></p> <p>Here you can find the link with all of the necessary documentation and additional attachment documents for your offer.</p> <p>https://drive.google.com/drive/folders/1xjW12Ksoh2HpzQ0Aqlx1jULDFQpDNEAf?usp=share_link</p>
<p>Deadline for submitting offers:</p>	<p>All offers must be submitted by 18/05/2023 to the following e-mail addresses: sozm@t.mk; teazografska@gmail.com with the subject line: PUBLIC CALL FOR EXPERTS: Advancing Gender Equality and Diversity on the Local Level through Intersectional Analysis and Indicators</p>