



TERMS OF REFERENCE

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

PUBLIC CALL FOR EXPERTS: Provide expert support for Facilitating Seventeen (17) community Equity and Diversity forums

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	01.01.2023 – 31.12.2025 (33 Months)



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

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

1.4 Developing practical Guide for Intersectional gender assessment

1.5 Seventeen (17) Equality and Diversity consultations with CSOs, citizens and Government (relevant for this public call for experts)

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

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>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>Objective:</p> <p>The primary goal of the assignment support is to facilitate and oversee Seventeen (17) Community Equity and Diversity Forums across selected municipalities, leading to the formulation of conclusions and recommendations. These forums aim to promote gender equality, combat discrimination, incorporate an intersectional approach, and address the rights of persons with disabilities.</p> <p>Description of the activity:</p> <p>Implementation of seventeen (17) community Equity and Diversity Forums. The forums will be organized in 17 municipalities (2 forums per municipality) that selected as beneficiaries of the project: from Skopje region (Karposh), Eastern region (Shtip and Pehcevo), North-east region (Kriva Palanka, Lipkovo, Staro Nagoricane) South-east region (Konche and Strumica), Pelagonija (Bitola, Mogila), Vardar region (Gradsko, Rosoman, Kavadarci), South-west region (Struga and Vevcani), and from Polog region (Gostivar and Vrapchishte). Municipalities are selected based on different level of (lack of) knowledge of GRB tool, which will further be a starting point to measure progress with other activities carry out with synergy with other initiatives. From each Planning region are 2 selected municipalities, except from Vardar region there are 3 municipalities. Drafted indicators (output 1.2) will be discussed during these consultations’ meetings. Community Equity and Diversity forums are planned to be organizing aiming at presentation and discussion of the findings and mapping the priorities (up to 2 consultations in each municipality i.e., 34 meetings, up to 25 participants each) ZOOM or physical presence, including those from remote/rural areas (according to COVID19 circumstances).</p> <p>Output/s:</p> <p>Conclusions and recommendations from Seventeen (17) community Equity and Diversity forums.</p> <p>Modality of engagement: local expertise with specific knowledge and experience in gender equality, anti-discrimination, inter-sectional approach, and rights of persons with disabilities.</p> <p>Time schedule: December 2023 – April 2024</p> <p>Maximum expert’s days allocated for this task: 34 days</p> <p>Geographical area to be covered by the experts:</p> <p>Skopje region: Karposh</p>



	<p>Eastern region: Shtip, Pehcevo</p> <p>North-east region: Kriva Palanka, Lipkovo</p> <p>South-east region: Konche, Strumica</p> <p>Pelagonia: Bitola, Staro Nagoricane, Novaci</p> <p>Vardar region: Gradsko, Rosoman, Kavadarci</p> <p>South-west region: Struga, Vevcani</p> <p>Polog region: Gostivar, Vrapciste</p>
<p>Qualifications of experts</p>	<p>Experts to provide support for Facilitating Seventeen (17) community Equity and Diversity forums</p> <p>Key expert profile: up to 2 experts</p> <p>Qualifications and skills</p> <ul style="list-style-type: none"> • 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. <p>General professional experience</p> <ul style="list-style-type: none"> • 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. • Minimum ten (10) years of experience in working with representatives from local authorities. <p>Specific professional experience</p> <ul style="list-style-type: none"> • 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;



	<ul style="list-style-type: none">• Proven knowledge of the latest EU strategies concerning gender equality and CSOs role within the EU accession process will be an asset. <p>Required documentation:</p> <p>The offer submitted by natural persons should contain the following information:</p> <ul style="list-style-type: none">• Brief biography (Annex 1);• Proposal of methodology (Annex 2);• Signed declaration of exclusivity and availability (Annex 3).• Financial offer (Annex 4); <p>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);• Statement on non-existence of conditions for exclusion of a supplier for the performance of services for the project (Annex 8) <p>Payments will be made in instalments upon receipt and approval of the deliverables.</p>
Deadline for submitting offers:	All offers must be submitted by 28.11.2023 to the following e-mail addresses: sozm@t.mk ; teazografaska@gmail.com ; irenaaterzic@gmail.com ; with the subject line: PUBLIC CALL FOR EXPERTS: Provide expert support for Facilitating Seventeen (17) community Equity and Diversity forums

