



Invitation for Expression of interest Individual service consultancy

Date: 08.08.2022

Assignment:	Gap Analysis of the Human Rights and role of Civil Societies on Human Rights in Kosovo
Name of the Project:	Human Rightivism Project
Funded by:	Embassy of Sweden, Pristina, Kosovo
Implemented by:	Community Development Fund (CDF)

BACKGROUND

Embassy of Sweden, represented by Sida, awarded CDF the Project "Human Rightivism" during the period from January 1, 2020 until December 31, 2023. The project's overall objective of the project is to support local human rights defenders to develop a thematic and long-term collaboration with local CSOs and people of diverse backgrounds regardless of gender, disability, age, ethnicity, class, urban/rural, or socio-economic background.

PURPOSE AND OBJECTIVES OF THE REVIEW

Under the Community Development Fund(CDF)/Human Rightivism project provisions, CDF invites eligible individuals to submit their Technical and Financial proposals to provide the following service:

The assignment includes a gap analysis and provide recommendations on Human Rights and the role of CSOs in Human Rights in Kosovo. These findings will help to understand more in-depth the macro aspect of the GAP of the Human Rights in Kosovo and our impact and role on the picture of the general Human Rights in Kosovo. After the completion of this study, will be organized a public event to present the report and bring the key human rights stakeholders into the role of panelists. The purpose is to ensure CSO's/NGO's preparedness planning gaps are identified throughout, along with adapting tools and recommendations are made for content development and systematic integration of considerations from CSO perspective to tackle the macro gap matter from Human Rights perspective.

More specific objectives are as follows:

- Assess the general Human Rights areas encompassing the specific target groups such as youth, marginalized groups, women, environment, and labor gap analysis.
- Assess to what extent Human Rights progress has contributed CSO role to addressing the needs and problems identified during project implementation;
- Identify and document substantive lessons learned, good practices, and also opportunities for scaling up the future Human Rights situation in Kosovo;
- Provide forward-looking programmatic recommendations for the Project and support to the national institutions and CSO's/NGO

SCOPE AND METHOD OF WORK

Gap Analysis over the Human Rights areas including specific target group(s), it is a process that seeks to assess and provide in-depth analysis of the current Human Rights Gap and the CSO role on improvement of Human Rights areas.

The process should include as following:

- Methodology and Mapping process of general situation of HR in Kosovo context.
- Complete gap analytical findings with references to resources used
- Thorough analytical perspective of identified gaps in terms of Human Rights.
- Propose content development to bridge the gap
- Recommendations for content integration
- Present findings of the key project stakeholders

ROLES AND RESPONSIBILITIES

The assigned expert will be responsible for:

- Review project documents and reports related to Human rights situation and implementation as well as the progress of its institutionalization to date.
- Mapping of Human Rights stakeholders and initiatives concerning human rights in Kosovo and its role.
- Review of laws and policies related to human rights in Kosovo
- Conducting interviews with stakeholders, and partner organization representatives
- Develop a road map for the process of institutionalization of Human Rights and services in Kosovo.
- Develop the final report on Human Rights situation analysis study for Kosovo along with recommendations.
- Conduct a final workshop and present the key findings and recommendations.

KEY DELIVERABLES

- GAP Analysis initial technical approach that includes Methodology and Mapping process along with list of relevant stakeholders.
- The draft comprehensive validated report which includes findings and recommendations for the continued development of the human rights service providers.
- Final report submitted
- Organize a public event presenting the report and bringing the key human rights stakeholders into the role of panelists.

QUALIFICATIONS AND COMPETENCIES OF CONSULTANT

- Advanced degree in social sciences, or related discipline;
- A minimum of five (5) years of experience in conducting researches and needs assessments,;
- At least 5 years of experience working in organizational development within civil society
- Excellent analytical, oral, and written communication skills in English.
- Experience in monitoring, evaluation, and reporting.
- Strong facilitation skills and ability to lead a plenary and document simultaneous
- Strong interpersonal skills and the ability to communicate and work well with diverse people.

OTHER TECHNICAL AND PROFESSIONAL REQUIREMENTS

The consultant should demonstrate substantial expertise in the following areas:

- Good knowledge in the area of human rights, civil society, and good governance (over five years);
- Good understanding of the context in the Western Balkans and particularly Kosovo (over five years);
- Good knowledge of civil society development concepts and donor support mechanisms (over five years);
- Excellent and proven experience in monitoring, evaluating, and reviewing programs in the areas mentioned above (over five years);
- Excellent and proven experience in similar assignments (over five years);
- Excellent analytical skills, ability to propose recommendations;
- Perfect coordination, communication, and reporting skills;
- Remarkable in both spoken and written English, Serbian and Albanian.

EVALUATION METHOD AND CRITERIA

The award of the contract shall be made to the individual consultant whose offer has been evaluated and determined as a) responsive/compliant/acceptable; and b) having received the highest score out of the set of weighted technical criteria (70%) and financial criteria (30%). Only candidates obtaining a minimum of 49 points (70% of the total technical points) would be considered for the financial evaluation.

DURATION AND TIMEFRAME

The contract of the assignment is estimated 25 working days within the timeframe of 2 month, preferable throughout the period starting from the 1st of September 2022

- Desk review process and kick off phase: 3 days
- Methodology and Mapping Process: 5 days
- interviews with stakeholders, field visits: 10 days
- Report writing: 6 days
- Work Shop and Final presentation: 1 days

APPLICATION PROCEDURE

Applications must be sent in English and entail the following:

Expression of Interest and availability;

The CV should be presented;

Two references from similar assignments; and copies of the reports they prepared (if applicable)

Technical and Financial proposals as in the presented ToR should be sent to the email address: feride@kcdf.org no later than **August 23rd, 2022, at 16:00hrs.**

Do note that the submitted Technical Proposal and the Financial proposal will be sent in only as **SEPARATE FILES.**