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### ***CALL FOR PROPOSALS***

<b>Project Title:</b>	Technical assistance to Government and civil society organizations to address the gaps in provision of services and align to minimum standards set with the CoE Convention on preventing and combating violence against women and domestic violence under the Programme "Ending Violence against Women: Implementing Norms, Changing Minds"
<b>Purpose:</b>	Selection of qualified Responsible Party for the Programme
<b>Duration:</b>	October 2017 – December 2019 (tentatively)
<b>Contract Type:</b>	Project Cooperation Agreement
<b>Location:</b>	The Former Yugoslav Republic of Macedonia
<b>Reference n.</b>	CfP 04/2017 UNW
<b>Deadline for submissions:</b>	18 September 2017

The United Nations Entity for Gender Equality and the Empowerment of Women (UN Women) is inviting women's civil society organizations and civil society organizations (CSOs) that work on promoting women's rights and gender equality to submit proposals **to address the gaps in provision of services in response to Violence against Women and align to minimum standards set with the Istanbul Convention.** The proposal will contribute to the implementation of the Programme Ending Discrimination and Violence against Women: Implementing Norms, Changing Minds in Former Yugoslav Republic of Macedonia.

## TERMS OF REFERENCE

### I. Background

Opened for signature in Istanbul in May 2011, the Council of Europe Convention on preventing and combating violence against women and domestic violence (Istanbul Convention) is the first legally binding instrument in Europe in this field, and in terms of scope is the most far reaching international treaty to tackle this serious violation of human rights. It aims at zero tolerance for such violence and is a major step forward in making Europe, and beyond, a safer place, free of gender-based violence. By accepting the Istanbul Convention, governments are obliged to change their laws, introduce practical measures and allocate resources to effectively prevent and combat violence against women and domestic violence. Istanbul Convention was signed by Former Yugoslav Republic of Macedonia in 2011, but the country has not ratified it yet.

“Ending Violence Against Women: Implementing norms, changing minds” is a UN Women Programme funded by the European Commission (EC), which aims to support a reduction in discrimination and violence against women and girls in six Western Balkan countries (Albania, Bosnia and Herzegovina, Former Yugoslav Republic of Macedonia, Montenegro, Kosovo<sup>1</sup> and Serbia) and Turkey.

Funded by the European Commission (EC) within the Instrument for Pre-Accession Assistance (IPA) II, the Programme is aligned with the European Union (EU) accession standards to achieve equality between women and men. The Programme is anchored in CEDAW and the Council of Europe Convention on preventing and combating violence against women and domestic violence (Istanbul Convention).

The three-year programme supports the development of an enabling legislative and policy environment on eliminating violence against women and all forms of discrimination; promotes favorable social norms and attitudes to prevent gender discrimination and violence against women; and empowers women and girls (including those from disadvantaged groups) who have experienced discrimination or violence to advocate for and use available, accessible, and quality services.

In 2015-2016 UN Women, in partnership with the Council of Europe, conducted a multi-country study on the accessibility and availability of support services for women and girls subjected to gender-based violence in Albania, Bosnia and Herzegovina, Former Yugoslav Republic of Macedonia, Montenegro, Serbia and Turkey in order to assess the existing services and normative frameworks against the standards set by the Istanbul Convention.

The Istanbul Convention distinguishes between general and specialist support services. General support services (Article 20) refer to “help offered by public authorities such as social services, health services and employment services, which [...] are not exclusively designed for the benefit of victims only but serve the public at large” (paragraph 125 of the Explanatory report). Specialist support services (Article 22), on the other hand, “have specialized in providing support and assistance tailored to the [...] needs of victims of specific forms of violence against women or domestic violence and are not open to the general public” (paragraph 125 of the Explanatory report). Furthermore, the Explanatory report clarifies that, “while [specialist support services] may be services run or funded by government authorities, the large majority of specialist services are offered by NGOs” (paragraph 125). It also requires that adequate and timely information on available support services should be available to victims in a language they understand (Article 19).

Based on the findings of the multi-country study, in Former Yugoslav Republic of Macedonia there is an overall availability of general support services focused on survivors of domestic violence, and a significant gap in provision of

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<sup>1</sup> All reference to Kosovo, whether to the territory, institutions or population, in this document shall be understood in full compliance with United Nations Security Council Resolution 1244 and without prejudice to the status of Kosovo.

specialist support services - exclusively designed to provide support services to survivors of all forms of violence against women (VAW). While most of the services do not fulfill the minimum standards in terms of availability and accessibility, some specialized services, such as rape crisis centers, are not even available.

Recommendations stemming from the multi-country study are pointing—among others—to the needs to:

- a) Secure sustainable long-term funding for specialist support services addressing all forms of VAW that are available to all women and young girls. Public and private partnership should be pursued to ensure sustainability and quality of services provided;
- b) Clear and consistent standards that meet Convention requirements on providing specialized and general services for survivors of VAW must be developed and implemented;

Additionally, the recommendation number 23 of the CEDAW Concluding Observations on the fourth and fifth periodic report of the Former Yugoslav Republic of Macedonia (March 2013) indicated—among others—the need to:

- a) Encourage women to report incidents of domestic and sexual violence by raising awareness about the criminal nature of such acts and to provide adequate assistance and protection to women survivors of violence, including Roma women and women from other ethnic minorities;
- b) Increase the number and funding of shelters and guarantee national coverage, including for women from ethnic minorities and women from other disadvantaged groups affected by violence;
- c) Expeditiously ratify the Council of Europe Convention on Preventing and Combating Violence against Women (2011) and introduce criminal sanctions for non-compliance with restraining orders.

Civil society organizations, in particular women's organizations, play a crucial role in the promotion of gender equality and women's rights in the Former Yugoslav Republic of Macedonia. As shown by the multi-country study on mapping services conducted in 2015-2016, women's organizations are key stakeholders in the provision of services that are essential in adequately responding to the needs of survivors of violence. At the same time, civil society organizations (CSOs), besides being the key elements of the support chain, are facing strong challenges and barriers in securing the continuation of the services provided and the long-term sustainability, due to financial constraints.

## **II. Objective of UN Women's support**

In this context, UN Women is issuing a Call for Proposals (CfP) to select a Responsible Party to provide technical assistance to Government and civil society organizations to address the gaps in provision of services and align to minimum standards set with the CoE Convention on preventing and combating violence against women and domestic violence (Istanbul Convention).

In the Former Yugoslav Republic of Macedonia, the existing services are available mainly to survivors of domestic violence, while services for survivors of other forms of violence against women are significantly lacking. Shelter services are available for women survivors of family violence and trafficking in human beings, however the number of family places does not meet the standards of the Istanbul Convention. Furthermore, shelters are not distributed adequately throughout the country, leaving many women without access to shelters. There are no sexual violence referral centers or rape crisis centers, and there is no specially trained staff to provide services for survivors of sexual violence. The state has the interest and the obligation to fully address the present gaps and challenges and to take measures to prevent violence against women, protect its survivors and prosecute the perpetrators in accordance to the standards set by the Istanbul Convention.

Evidence-based public policies and planning are crucial to foster the process of fulfillment the standards set by the Istanbul Convention related to protection of survivors of all forms of violence. Improvement of the situation related to identified lack of services needs to be planned adequately, based on government commitments, available funding and estimation of the costs for the improvement of the access and availability of services. Thus, several steps can be undertaken such as: estimation of economic costs of specialist support services, development of public policy document with medium terms goals and advocacy strategy to influence public policies related to achieving minimum standards set with the Istanbul Convention.

### III. Scope of the Call for Proposal

This CfP is framed within the Programme ***Ending Violence against Women and Girls in six Western Balkan countries and Tukey: Implementing Norms, Changing Minds***. More specifically, the CfP falls under the Programme Specific Objective 3: *“Empowering women and girls (including those from disadvantaged groups) who have experienced discrimination or violence to advocate for and use available, accessible and quality services.”*

It is expected that the project(s) to be implemented under this CfP contribute to the Result 3.1, *“Providers of general and specialist support services for victims of all forms of violence have the capacity to implement the standards enshrined in CEDAW and the Istanbul Convention.”*

To provide technical assistance to Government and CSOs to address the gaps in provision of services and align to minimum standards set with the CoE Convention there is a need for: i) Developing strategic policy document and sustainable plan for the establishment of minimum specialized support services including enhancing public/private partnership; ii) Initiating policy discussions and needs/ capacity assessments for opening the first rape crisis center, run by a CSO.

The CfP envisages the following:

- Estimation of economic costs for operation of the existing specialist support services in the country;
- In close cooperation with the Government, develop public policy documents with medium term goals, recommendations and timeframe for the alignment of the availability and accessibility of specialist support services with the standards set by the Istanbul Convention;
- Development of a policy document with required standards for professional staff, detailed plan and costing for the establishment and operation of a rape crisis concealing center for survivors of sexual violence, which will be managed by women’s organization (s).
- Advocacy activities to influence national government and local authorities’ policy planning to address the gaps in provision of specialist services in line with the standards set by the Istanbul Convention;

### IV. Deliverables

- Methodology for conducting costing analysis of the available specialist support services
- Public policy document containing recommendations and medium-term projection in time and funding for improving the availability and accessibility of services for survivors of VAW (with medium term projection – up to 4 years – on the stage of the fulfillment of the minimum standards of the Council of Europe for support services)
- Policy document with standards (for professional staff), operational procedures and financial estimates for the opening and of the first rape crisis referral center run by a CSO
- Presentation of research findings and evidence-based public policies at public debates/ conferences at national and local level

### V. Duration of project

October 2017 - December 2019 (tentatively)

## **VI. Budget Request**

The proposed intervention size and budget request must fall between a minimum indicative amount of EUR 20.000 and a maximum amount of EUR 40.000. The budget should be developed in the local currency. All currency exchanges will be calculated using the UN Operational Exchange Rate as per the date of submission of proposal, available at <https://treasury.un.org/operationalrates/OperationalRates.php>.

Proposals cannot exceed the maximum amount set for this call, EUR 40.000.

## **VII. Institutional Arrangement**

The selected Organization(s) will sign a Project Cooperation Agreement (PCA) with UN Women. A competitive selection process will take place to identify the potential Responsible Party. The CSO will be selected only if it has proven capacity to deliver the proposed activity. The CSO's capacity will be assessed by UN Women as per UN Women's manuals.

## **VIII. Reporting**

The selected partner will be the principal Responsible Party, but will work closely with UN Women during programme implementation. The partner will provide regular narrative and financial reports in line with UN Women guidelines and requirements.

All knowledge products and communications materials that would be produced under this agreement must acknowledge the support and seek approval of UN Women. Furthermore, they should be in line with the EU Communication and Visibility tools and the EU-UN joint visibility guidelines.

## Annex I. Guidelines for the Submission of Proposals

### I. Who can apply

- Women's CSOs/women's CSOs networks and platforms that have specialized knowledge, expertise, and track record of working in women's human rights and ending violence against women
- Civil society organizations working on gender equality and women's empowerment with track record of working on ending discrimination and violence against women

All applicants must be legally registered in the Former Yugoslav Republic of Macedonia.

#### Important notes:

- Each application can only be submitted by a single organization.
- Proposals from more than one organization or entity must clearly indicate which organization will take lead responsibility for project management and contractual obligations.
- Transfer of funds by the Applicant Organization to UN Agencies, private sector entities, International NGOs and International Organizations will not be allowed.
- UN Women will sign contracts with and disburse funds to the applicant organization only.
- Eligible organizations currently partnering with UN Women may apply under this call for proposals.

#### Non-eligible applicant organizations

The following are **NOT eligible** to apply to this call for proposal:

- Government agencies or institutions
- UN agencies
- International CSOs
- Bilateral or multilateral organizations, financial institutions, development agencies
- Private sector entities
- Private individuals
- CSOs which do not have any experience working on capacity development and/or gender equality

### II. What to submit

Eligible applicants are expected to submit the following in English:

1. **General Information** including name of organization, contact person and contact details (use Application Cover Sheet in Annex I)

2. **Project proposal** consisting of:

- Context and problem analysis;
- Project Design and Justification: A description of the approach to provide technical assistance to Government and CSOs to address the gaps in provision of services and align to minimum standards set with the Istanbul Convention as described in the Terms of Reference, including the description of why and how your organization/institution is best suited to undertake this endeavor;
- Workplan with detailed activities and resources required (see financial proposal);
- Partnerships: A description of the partners needed to successfully implement the project and their roles;

- Institutional profile: A brief description of your institution, including its registration details and relevant experience addressing issues pertaining to an intersectional approach to gender equality and ending violence against women and girls;
- An output-based budget, i.e. budget showing how much is required for each activity to achieve each output. The administrative/indirect cost should not exceed 7% of the total budget. Maximum budget of the proposal should not exceed amount of EUR 40.000.

### 3. A copy of the organization's **legal registration document**

**4. Supporting documents** such as your organizational brochures, previous annual reports and audit reports from the past three years

## III. Evaluation Criteria

Proposals passing the eligibility criteria (see above) will be scored against the following:

1. Relevance of the proposal **(20 points)**: quality of the context analysis and assessment;
2. Implementation strategies **(30 points)**: Soundness of strategy, proposed activities, and expected results against the problem analysis in designing the project;
3. Workplan & Budget Proposal **(20 points)**
4. Applicants' institutional capacity and relevant experience **(30 points)**

**Minimum score to be eligible is 70 points.**

Only applicants passing the minimum score will be contacted after **October 2<sup>nd</sup> 2017** to proceed with shortlisting and a capacity assessment review. During the capacity assessment review, the applicant will be requested to submit documents demonstrating the organization's technical capacity, governance and management structure, financial and administrative management.

## IV. When is the proposal due

The deadline for submission of proposals is **18 September 2017, 17:00 (Skopje local time)**. Proposals received after the deadline will not be considered.

## V. To whom should the proposal be sent

Please send all required application documents in one email to [info.mk@unwomen.org](mailto:info.mk@unwomen.org) indicating in the e-mail subject: **EVAW – Cfp EVAW Gaps in provision of services**

UN Women will acknowledge receipt of the applications through a confirmation e-mail. Only those short listed shall be considered and further contacted.

**This Call for Proposals does not entail any commitment on the part of UN-Women, financial or otherwise. UN-Women reserves the right to accept or reject any or all Call for Proposal without incurring any obligation to inform the affected applicant/s of the reasons.**

**Note:** Interested applicants are invited to attend the informative session on August 18<sup>th</sup>, 2017 from 10:00 – 12:00 at UNDP/UNFPA/UNRC Office at Jordan Hadzi-Konstantinov Dzinot n. 23, 1000 Skopje, in which additional clarifications can be provided on the Application process. Kindly communicate your interest in participating at: [info.mk@unwomen.org](mailto:info.mk@unwomen.org).

## Annex II. Application Cover Sheet

### 1. General Information

<b>Name of Organization</b>	
<b>Contact Person</b>	
<b>Contact Information</b>	Address:
	Tel:
	Email:
<b>Organization Type</b>	<input type="checkbox"/> Non-government organization <input type="checkbox"/> Others (specify):
<b>Is your organization legally registered in the Former Yugoslav Republic of Macedonia?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No  If you have responded yes, please attach a copy of your registration document to the application
<b>Institutional profile MANDATORY</b>	A brief description of the organization, including its registration details and relevant experience working on the thematic issues proposed; familiarity with international commitments on violence against women and girls, experience on women's rights, gender equality and advocacy at the local and national levels  Capacities and experiences of key staff members
<b>Total requested budget</b>	All currency exchanges will be calculated using the UN Operational Exchange Rate as per the date of submission of proposal, available at <a href="https://treasury.un.org/operationalrates/OperationalRates.php">https://treasury.un.org/operationalrates/OperationalRates.php</a> .



### Annex III. Project Proposal Template

The project proposal should cover minimum the following:

**I. Context and Problem Analysis**

**II. Project Description**

**III. Detailed project detailed activities and implementation strategies**

Describe how your proposal is planning to achieve the results mentioned above

**IV. Project Partnerships**

- Describe the key networks/stakeholders/groups/communities with which you will partner/ engage with for the implementation of your proposed project and explain why
- Describe how do you anticipate working collectively with these networks/stakeholders/groups
- Describe how these partnerships complement or build upon previous efforts/initiatives

**V. Technical Expertise**

Describe why the Applicant Organization is qualified to implement the proposed project. Include mention of the expertise and added value the implementing partners will bring.

- What past programme experience **handling project and initiatives of similar nature as the one in this Call for Proposals** can support the Applicant's likelihood of delivering results?
- What evidence can you provide on the Applicant's substantive thematic expertise in ending discrimination and violence against women?
- What evidence can you provide about the networks and relations the Applicant has established with stakeholders necessary to the success of the project?
- What evidence you can provide on advocacy activities and influence policy makers?
- What evidence you can provide on engagement and cooperation with local and national stakeholders?

**VI. Detailed Budget (see Annex IV)**

Please detail budget in the narrative and attach it in an excel sheet.

Also, add a narrative of the budget.

PLEASE DO NOT FORGET TO ATTACH THE DOCUMENTS REQUIRED IN ANNEX I

#### Annex IV. Workplan and Budget

<b>Workplan &amp; Budget</b>						
<b>Outcome</b>						
3.Providers of general and specialist support services for victims of all forms of violence have the capacity to implement the standards enshrined in CEDAW, the Istanbul Convention and global standards and guidelines for essential services						
<b>Output 3.1</b>	Government and civil society organizations assisted to address the gaps in provision of services and align to minimum standards set with the CoE Convention on preventing and combating violence against women and domestic violence (Istanbul Convention)					
<b>Indicator 1. a</b>	Number of service providers at health, justice and security (police) sectors who have reviewed and/ or adopted standards procedures in line with Istanbul Convention for delivery of support services to victims of all forms of violence					
<b>Baseline (2017)</b>	0					
<b>Target (2018)</b>	At least 3					
<b>Means of verification</b>	Project report					
<b>Planned Activities</b> (List all activities to be undertaken during the year towards stated results)	<b>Timeframe</b>				<b>Budget</b>	
	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>	<b>Budget Description</b> (means required E.g. travel, consultant, conference)	<b>Amount</b>

<b>Support costs</b>						
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