



This Programme is funded by the European Union



## CALL FOR PROPOSALS

<b>Project Title:</b>	Introducing integrated approach to protect women and girl survivors of violence against women, including 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 – August 2019 (tentatively)
<b>Contract Type:</b>	Project Cooperation Agreement
<b>Location:</b>	The Former Yugoslav Republic of Macedonia
<b>Reference n:</b>	CfP 05/2017 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 (CSOs), that work on promoting women’s rights and gender equality to submit proposals to **Strengthen capacities and support select CSOs and state service providers to set minimum specialist support services and use integrated approach to service provision to survivors of violence in Former Yugoslav Republic of Macedonia** to contribute to the implementation of the Programme “Ending Discrimination and Violence against Women: Implementing Norms, Changing Minds.”

## TERMS OF REFERENCE

### I. Background

“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).

This 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 pursues 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.

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.

Based on the findings of the study, in Former Yugoslav Republic of Macedonia there is an overall availability of general support services focused on survivors of family violence, but a significant gap in provision of specialist support services—those services exclusively designed to provide support to survivors of all forms of violence against women (VAW). Recommendations stemming from the Multi-country study are pointing—among others—to the need to:

- a) Revise existing practices, within both general and specialized services, toward women survivors of violence and adopt an integrated approach, oriented towards the needs and rights of the survivor and survivor empowerment. In doing so, they should pay particular attention to strengthening data confidentiality and the safety of women survivors;
- b) Develop, adopt and implement clear and consistent standards that meet the Istanbul Convention requirements on providing specialized and general services for survivors of VAW.

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) Raise public awareness, through the media and educational programmes, and provide mandatory training for judges, prosecutors, lawyers, police officers, health-service providers, social services and teaching staff in order to ensure that they are sensitized to all forms of violence against women and girls and can provide adequate gender-sensitive support to survivors;
- b) 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;

---

<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.

## 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 strengthen capacities and support select CSOs and state service providers to set minimum specialist support services and use integrated approach to service provision to survivors of violence in Former Yugoslav Republic of Macedonia.

It is expected that the project(s) to be implemented under this Call for Proposals will contribute to the following result: *“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.”*

In this respect, an integrated approach to service provision by general and specialist service providers—including health, justice, and police sectors; social services; and CSOs—is an essential precondition for effective and needs-responsive protection of survivors of gender-based violence. General and specialist service providers should adopt standards procedures in line with Istanbul Convention and the UN Essential Services Package for Women and Girls global standards and guidelines<sup>2</sup>.

## 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 Turkey: Implementing Norms, Changing Minds.” More specifically, this 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 survivors 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.”*

The CfP envisages three key components:

### **Component I: Strengthening survivor-oriented case management capacities of service providers combating VAW**

- Develop and implement a capacity building model for case management for service providers working to end VAW (EVAW). It is expected that the CSO Responsible Party act as driver of change in improving the accessibility and quality of support provided to survivors of violence by existing service providers in selected number of municipalities identified by the Responsible Party. The CSO Responsible Party should propose a model for management of cases that is integrated and survivor-oriented in target municipalities. Therefore, the CSO Responsible Party should, 1) Map the existing services on the territory of the municipality/municipalities proposed; 2) Develop or revise the existing guidelines, rulebooks of service providers vis-à-vis national laws and bylaws as well as the Istanbul Convention, through consultation with the UN Essential Service Package for Women and Girls global standards and guidelines; 3) Develop a local model for integrated and survivor-oriented approach, based on national/local context, existing mechanisms and consultations; and 4) Strengthen the capacities of general and specialist service providers on case management that will be integrated and survivor-oriented.

### **Component II: Applying a comprehensive and integrated approach to service provision to survivors of VAW**

- Provide services to survivors of violence through the application of the integrated, survivor-oriented approach/model. The CSO Responsible Party should ensure coordination, efficiency, quality and sustainability of the services provided. It is expected that strong public-private partnerships are established that will have survivor protection and well-being at the core of the engagement in service provision. In ensuring this, it is

---

<sup>2</sup><http://www.unwomen.org/en/digital-library/publications/2015/12/essential-services-package-for-women-and-girls-subject-to-violence>

recommended that a sustainability assessment is carried out through preliminary costing exercise of the overall package of integrated, survivor-oriented services at the municipal level.

### **Component III: Increasing awareness raising/outreach and access to information on rights and services**

- Design and implement innovative cutting-edge campaigns to inform women about their rights and services available.
- Work with men and boys to increase awareness on the consequences of gender based violence, including legal consequences and prosecution, as well as to mobilize men and boys to take pro-active role in preventing violence against women and girls.
- Carry out outreach activities within the communities to increase confidence among women to report gender based violence.

## **IV. Deliverables**

### **For Component 1:**

- Report on the mapping of the existing services in respect of gender based violence on the territory of the municipality/municipalities proposed with analysis and recommendations;
- Guidelines for “Essential Services Package for Women survivors of violence”;
- Local model for integrated and survivor-oriented approach, based on national/local context;
- Training programme/module for integrated approach to service provision, based on the assessed capacities of service providers, and trainings delivered;

### **For Component 2:**

- Quarterly reports on the application of the integrated approach, including numbers of survivors assisted and cases accepted and resolved;
- Costing of services at local level and sustainability plan for their continuation through private/public partnership with local authorities secured via local programs and budgets;

### **For Component 3:**

- Local outreach initiatives on prevention in the municipalities, involving men and boys (including local campaigns, educational and awareness raising workshops etc.)
- Concrete outreach initiatives targeting women (including women from minorities and women with disabilities) in the municipalities for increasing awareness on their rights, services available for EVAW and accessibility of services;
- Awareness raising initiatives within community to end Violence against women (including work with religious leaders, local media, opinion makers etc.) inclusive, but not limited, of: street actions, concerts, peer support groups of survivors, prevention of cyber violence and intimidation, harassment, stalking through social media etc.

## **V. Duration of project**

October 2017 -August2019 (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 54.000. 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 54.000

## **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.

**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 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 strengthen capacities and support select CSOs and state service providers to set minimum specialist support services and use integrated approach to service provision to survivors of violence 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 54.000.

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

**4. Supporting documents** such as your organizational brochures, 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. Budget Proposal **(20 points)**; and
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 Better 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.**

## 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</b> <b>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 VAWG, experience on provision of services, women's rights, gender equality and women's empowerment both at the local and national level  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. 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.
- How do you anticipate working collectively with these networks/stakeholders/groups?
- How do 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 the stakeholders necessary to the success of the project?
- What evidence you can provide on engagement with women form disadvantaged groups and minorities in the country?
- 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 and 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

Workplan & Budget						
<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>	Strengthen capacities and support select CSOs and state service providers to set minimum specialist support services and use integrated approach to service provision to survivors of violence					
<b>Indicator 3.1.</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 5					
<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>						