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## **CALL FOR PROPOSALS**

<b>Project Title:</b>	Capacity Development Programme for the Roma Women Network in Serbia, under the Programme <i>"Ending Violence against Women: Implementing Norms, Changing Minds"</i>
<b>Purpose:</b>	Selection of qualified responsible party for the Programme
<b>Duration:</b>	October 2017 – December 2018 (tentatively)
<b>Contract Type:</b>	Project Cooperation Agreement
<b>Reference number:</b>	CFP 03/17 EXT
<b>Deadline for submissions:</b>	<b>15 September 2017</b>

The United Nations Entity for Gender Equality and the Empowerment of Women (UN Women) is inviting women civil society organizations (CSOs) and networks to submit proposals to design and implement a capacity development programme for Roma Women Network on legislative and policy development and monitoring to enable a normative framework in line with CEDAW and Istanbul Convention provisions and standards.

# Terms of Reference

## I. Background

UN Women is grounded in the vision of equality enshrined in the Charter of the United Nations. UN Women works for the elimination of discrimination against women and girls, the empowerment of women and the achievement of equality between women and men as partners and beneficiaries of development. Placing women's rights at the centre of all its efforts, UN Women leads and coordinates United Nations system efforts to ensure that commitments on gender equality and gender mainstreaming translate into action throughout the world. It provides strong and coherent leadership in supporting national priorities and efforts, building effective partnerships with civil society and other relevant actors.

Civil society organisations, in particular women's organizations, play a crucial role in the promotion of gender equality and women's rights. They are key advocacy stakeholders for mobilizing governments from commitment to implementation of international normative standards. They are also key stakeholders in the provision of services that are essential in the establishment of multi-sectoral and coordinated mechanisms to adequately respond to the needs of victims of violence. Furthermore, women's organisations are key stakeholders in ensuring that the perspectives and voices of the Roma women and other minority, marginalized groups of women are heard by policy-makers.

In Serbia, Roma women's organisations are active at local, provincial and national levels. The degree of organisations' expertise and organizational strengths varies amongst the organisations with regard to their capacities in terms of networking, policy development and advocacy, outreach, and service provision. Based on a UN Women study on accessibility and availability of services to women victims of violence (2015), Roma women and other minority and marginalized groups of women experience difficulties in consulting draft laws and in participating in public consultations; also, capacity constraints undermine the impact of their activities and their external perception.

## II. Objective of UN Women's support

The project will contribute to the achievement of the Programme "*Ending violence against women and girls: Implementing norms, changing minds*" (February 2017- January 2020). "*Implementing Norms, Changing Minds*" aims at ending gender based discrimination and violence against women, with a particular focus on the most disadvantaged groups of women, in Western Balkans and Turkey. The Programme is anchored in the normative frameworks of CEDAW and the Istanbul Convention (IC)<sup>1</sup>, and is also in alignment with EU accession standards. The programme is funded by the European Commission within the Instrument for Pre-Accession Assistance (IPA) II. More specifically the project will contribute to the Programme Result 1.1: Women's voice and agency strengthened to advocate for the development and implementation of laws and policies in line with CEDAW and the Istanbul Convention.

## III. Scope of the Project

The Capacity Development Programme will provide support in the following area:

- Strengthening of the performance of the Roma Women Network organizations, inter alia: advocacy and lobbying, research and analysis, participation in policy-making, and

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<sup>1</sup> Council of Europe Convention on preventing and combating violence against women and domestic violence

encouragement of activism and volunteering engagement to influence legislative and policy changes in line with CEADW and Istanbul convention.

Capacity development shall target two groups of Roma women's organisations according to the level of their organisational development and level of activities:

- The first group is comprised of grass-root organisations which have existed for at least two years and work in some of the following areas: advocacy, lobbying, and policy-making on local level, promotion of activism and volunteering, and provision of social services for the most disadvantaged group of women.
- The second group is comprised of organisations working at the national level which have existed for at least three years and work in some of the following areas: advocacy, lobbying, and policy making at the national level, promotion of activism and volunteering, and provision of social services for the most disadvantaged group of women.

In terms of building the capacity of Roma Women Network, it is critical to respond to the exact needs and demands of Roma CSOs. In this regard, the proposed Capacity Development Programme will be informed by and based on a capacity needs assessment to identify Roma CSO's capacities including, but not restricted to, the areas highlighted above.

Lessons learnt from previous support to women CSOs/CSO networks, coalitions, initiatives, and platforms who were involved in capacity building activities, show that multiplication and dissemination of the knowledge and skills gained is crucial for reaching a sustainable, desirable and projected change regardless of the context (organizational or/and institutional). In this regard, the Capacity Development Programme will include a Training of Trainees (ToT), so as to ensure sustainability and replicability.

In this context, UN Women is issuing a Call for Proposals (CfP) for a responsible party to contribute to the Programme Result 1.1: "Women's voice and agency strengthened to advocate for the development and implementation of laws and policies in line with CEDAW and the Istanbul Convention" to support to advocacy and the Capacity Development Programme for the Roma Women Network in Serbia to influence legislative and policy changes in line with CEADW and Istanbul convention.

#### **IV. Deliverables**

It is expected that the selected Responsible Party deliver, inter alia, the following products, for the implementation of the proposed Capacity Development Programme:

- 1. Capacity Needs Assessment** of Roma Women CSO's in Serbia, to assess existing capacity and needs (identifying strengths and weakness) in the areas of organizational strengthening and strengthening of the performance to enhance CSOs/ CSO network capacity to influence legislative and policy changes in line with CEADW and Istanbul convention.

The capacity needs assessment will encompass at the minimum a survey and 15 in-depth interviews with representatives and members of women's Roma Women Network.

The findings will be presented and discussed in a one-day workshop.

The capacity needs assessment should lead to greater understanding of and attention to both the internal development of the organisations and the quality of the work and services which the organisations offer.

## **2. Capacity Development Programme:**

- Should be a realistic, feasible, and time-bound capacity development programme.
- Should document lessons learned during the course of facilitating the programme.
- Should encompass at least: four 3-day training workshops with a set agenda, session outlines, and input/presentations; one Training of Trainees for 25 percent of the participants, so as to ensure proper follow-up and replicability; and mentoring scheme to deliver on-the-job training.
- Should use a tool to test knowledge acquired and trainee satisfaction.

## **3. Documentation of lessons learnt**

## **4. One-year follow-up capacity development plan for at least two individual organisations and two networks/platforms**

## **5. Communications activity**

- Communication and visibility action plan including at least 1 public events and use of social media for dissemination of the capacity development programme achievements: 1) to inform and raise awareness among women, especially women from minorities and disadvantaged groups, and among communities at a large; 2) to inform and raise awareness among generalist and specialist support services; and 3) to inform and raise awareness among relevant decision makers and key stakeholders at national level;
- All knowledge products and communications materials that would be produced under this project 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.

## **V. Duration of project**

From October 2017 to December 2018 (tentatively)

## **VI. Further Details about the Proposal**

In addition to outlining detailed activities to achieve Programme Result 1.1: “Women's voice and agency strengthened to advocate for the development and implementation of laws and policies in line with CEDAW and the Istanbul Convention” to support Capacity Development Programme for the Roma Women Network in Serbia to influence legislative and policy changes in line with CEDAW and Istanbul convention and to achieve the desired deliverables, please clearly indicate an activity in the workplan with indicative budget to participate in at least one programme event at regional level per year.

## **VII. Budget Request**

The proposed intervention size and budget request must fall between a minimum indicative amount of USD 30.000 and a maximum amount of USD 40.000. Budget proposal should be submitted in the local currency, Republic of Serbia Diner. All currency exchanges should 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>

## **VIII. 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.

## **IX. 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 11<sup>th</sup> 2017 at 11 am, at UN House in Serbia, New Belgrade, Bulevar Zorana Djindjica 64, in which additional clarifications can be provided on the application process. Kindly communicate your interest in participating at [info.serbia@unwomen.org](mailto:info.serbia@unwomen.org)