

**TERMS OF REFERENCE no. 1**

**Project title: Strengthening transparency and accountability for gender equality in Western Balkans and Moldova (Gender Budget Watchdog Network, Phase II)**

**PUBLIC CALL FOR 3 EXPERTS: Developing 3 guidebooks and related e-learning materials in English language for practical application by CSOs of the following GRB tools:**

1. Gender budget beneficiary assessment (Guidebook 1);
2. Gender budget analysis (Guidebook 2);
3. Gender impact assessment (Guidebook 3).

<b>About the project:</b>	This project follows the Gender Budget Watchdog Network (GBWN) in the Western Balkans and Moldova's previous, successful ADA and SIDA-supported project. GBWN members have developed this project based on results and lessons learned from the first phase; local circumstances including on-going critical policy processes related to EU Accession; and identified needs.
<b>Project objective:</b>	The overarching long-term objective of the project is to improve public commitments for gender responsive climate action and increase available financing to implement gender-responsive climate action in the Western Balkans region and Moldova.
<b>Target groups:</b>	<p>The direct target group of the action is civil society organizations, members of the Gender budget watchdog network and beyond. Specifically, the action is focusing on:</p> <ol style="list-style-type: none"> <li>1. <b>Women's rights organizations</b> -empowering them with capacity, knowledge and skills regarding climate change policies, the climate finance landscape and improve their understanding of processes, entry points, gaps and potentials for engendering;</li> <li>2. <b>Men's organizations</b> – these types of organizations are very rare in the region. Only 'Be a men clubs'<sup>1</sup> exist and they will be invited to become beneficiaries of the project and be used for mobilizing other men in activism towards improvement of gender equality;</li> <li>3. <b>CSOs working on environment protection and climate change</b> – to undertake gender analysis and incorporate a gender perspective in their work, increasing their gender awareness, knowledge of the inter linkages between gender and climate change, and skills to use GRB tools for holding governments accountable for use of climate change financing;</li> <li>4. <b>CSOs working on implementation of UN Convention 1325</b> – in most of the countries there are networks of organizations working on women, peace and security issues. Considering that the proposal focuses on using GRB tools for monitoring resilience budget response we will target these organizations as most relevant.</li> </ol>
<b>Place:</b>	Country / Region: Western Balkans and Moldova (ENP), <i>Albania, Bosnia and Herzegovina, Kosovo, North Macedonia, Montenegro, Moldova, and Serbia</i>

<sup>1</sup> Youngs Men Initiative is implemented in all countries in the region, and since September 2022 the [\[ YMI \] Young Men Initiative has been launched in](#) North Macedonia as well

<b>Timefram</b>	<i>15 January 2023 until 1 April 2023</i>
<b>Results and Activities:</b>	
<b>Output</b>	GBWN is institutionalized as a resource hub for CSOs on GRB
<b>Activities</b>	Developing guidebooks for GRB Tools by month 6 from the project start 10 working days per each Guidebook and related e-learning materials
<b>Consultant's tasks and duties:</b>	<p>The GBWN will hire 3 consultants to develop 3 guidebooks and content for e-training based on the Guidebooks (one consultant per Guidebook) in English language for practical application by CSOs of the following GRB tools:</p> <ol style="list-style-type: none"> <li>1. Gender budget beneficiary assessment;</li> <li>2. Gender budget analysis;</li> <li>3. Gender impact assessment.</li> </ol> <p>The experts will develop:</p> <p><b>Guidebook 1</b> - <i>Guidebook on Gender budget beneficiary assessment</i> (up to 30 pages, practical guidance on how to apply gender budget beneficiary assessments with examples for CSOs to follow) and <i>e-learning material</i> (PPTs for each module of the guidebook, suggested reading materials, exercises and test/quizzes);</p> <p><b>Guidebook 2</b> - <i>Guidebook on Gender budget analysis</i> (up to 30 pages, practical guidance on how to apply gender budget beneficiary assessments with examples for CSOs to follow) and <i>e-learning material</i> (PPTs for each module of the guidebook, suggested reading materials, exercises and test/quizzes);</p> <p><b>Guidebook 3</b> - <i>Guidebook on Gender impact assessment</i> (up to 30 pages, practical guidance on how to apply gender budget beneficiary assessments with examples for CSOs to follow) and <i>e-learning material</i> (PPTs for each module of the guidebook, suggested reading materials, exercises and test/quizzes)</p> <p>The Guidebooks will be proofread, consulted with network members, and will be designed and published on the GBWN e-platform. An e-training content based on the guidebook will be developed to be offered on GBWN e-academy in 4 languages.</p> <p><i>In order to minimize possible negative ecological consequences of the intervention material will not be printed but shared online.</i></p>
<b>Qualifications of experts</b>	<p><b>Guidebook 1. Gender responsive budgeting expert to develop Guidebook for gender budget beneficiary assessment and e-training materials based on the Guidebook;</b></p> <p><b>Required experience:</b></p> <ul style="list-style-type: none"> <li>- At least 3 years of experience in GRB and at least one experience in applying the tool of gender budget beneficiary assessment in practice,</li> <li>- Creating similar guides is an advantage.</li> <li>- Experience in working with CSOs in the field of public policies in the last 5 years.</li> </ul> <p><b>Required documentation:</b></p> <ul style="list-style-type: none"> <li>- CV - maximum 3 pages and a short motivational letter highlighting relevant experience and competencies, maximum 1 page</li> <li>- Financial offer in EUR</li> </ul> <p><b>Payments will be made upon receipt and approval of the results:</b></p>

	<ul style="list-style-type: none"> <li>- Delivery 1. Developing guidebook 1 on English language for practical application by CSOs by 1<sup>st</sup> March 2023</li> <li>- Delivery 2. Developing e-learning materials and submitting a final report by 1 April 2023</li> <li>-</li> </ul> <p><b>Guidebook 2. Gender responsive budgeting expert in gender budget analysis;</b> <i>Required experience:</i></p> <ul style="list-style-type: none"> <li>- At least 3 years of experience in GRB and at least one experience in applying the tool of gender budget analyses in practice,</li> <li>- Creating similar guides is an advantage.</li> <li>- Experience working with CSO in the field of public policies in the last 5 years is an advantage.</li> </ul> <p><i>Required documentation:</i></p> <ul style="list-style-type: none"> <li>- CV - maximum 3 pages and a short motivational letter highlighting relevant experience and competencies, maximum 1 page</li> <li>- Financial offer in EUR</li> </ul> <p><i>Payments will be made upon receipt and approval of the results:</i></p> <ul style="list-style-type: none"> <li>- Delivery 1. Developing guidebook 2 in English language for practical application by CSOs by 1<sup>st</sup> March, 2023</li> <li>- Delivery 2. . Developing e-learning materials and submitting a final report by 1 April 2023</li> </ul> <p><b>Guidebook 3. Gender responsive budgeting expert in gender impact assessment</b> <i>Required experience:</i></p> <ul style="list-style-type: none"> <li>- At least 5 years of experience in gender mainstreaming and at least one experience in applying the tool of gender impact assessment in practice,</li> <li>- Creating similar guides is an advantage.</li> </ul> <p>Experience working with CSO in the field of public policies in the last 5 years is an advantage.</p> <p><i>Required documentation:</i></p> <ul style="list-style-type: none"> <li>- CV - maximum 3 pages and a short motivational letter highlighting relevant experience and competencies, maximum 1 page</li> <li>- Financial offer in EUR</li> </ul> <p><i>Payments will be made upon receipt and approval of the results:</i></p> <ul style="list-style-type: none"> <li>- Delivery 1. Developing guidebook 3 in English language for practical application by CSOs by 1<sup>st</sup> March</li> <li>- Delivery 2. . Developing e-learning materials and submitting a final report by 1<sup>st</sup> April 2023</li> </ul>
<p><b>Deadline for submitting the offer:</b></p>	<p>The offers should be submitted to the email address: The deadline for submitting the offers: January 15th, 2023, 17:00 h The applications should be sent to <a href="mailto:simonovski@crpm.org.mk">simonovski@crpm.org.mk</a></p>