



Terms of Reference

Consultant on Minority Protection and Integration

Eurasia Partnership Foundation (EPF) is seeking an international consultant to assist EPF in mainstreaming minority considerations into program development, design, and monitoring. As part of the assignment, the consultant is expected to train EPF program staff in international standards and mechanisms for the protection of minority rights, as well as introduce them to tested advocacy strategies that enhance minority participation and integration.

EPF expects this assignment to be conducted during **October – December 2015**, depending upon the availability of the selected consultant.

About EPF

Eurasia Partnership Foundation's mission is to empower people to effect change for social justice and economic prosperity through hands-on programs, helping them to improve their communities and their own lives. To achieve its mission, EPF strives (1) to strengthen the capacity of individuals and institutions, empowering them to address pressing issues and (2) to mobilize relevant stakeholders in issue-based dialogue, through raising public awareness and creating various coalitions, platforms or working groups, so as to effect positive change.

EPF's work is guided by the following approaches: (1) creating opportunities for civic participation in public policy making, (2) engaging youth, (3) fostering culture of corporate and community philanthropy, including through formation of public-private-NGO partnerships, (4) promoting evidence-based advocacy and decision making, and (5) building confidence across religious, ethnic, and community divides. Some of EPF's flagship programs include *Engage and Monitor for Change*, *European Integration*, *Youth Integration*, *Social Enterprise*, and *Open Door Grantmaking*. Together, they feed into achieving the Foundation's mission and provide opportunities for Georgians to engage in social, economic, and political developments, in order to effect substantive and sustainable positive change at the local and national level.

Background

In 2014, EPF completed an external evaluation of its grant investments made since February 2008, in order to assess the Foundation's grantmaking strategies and practice and the impact of these investments. Specifically, EPF wished to know if its grantmaking (1) contributed to the achievement of its mission and programmatic objectives, (2) supported institutional strengthening and capacity building of grantees and other local CSOs, and (3) complied with the Foundation's policies and procedures. The evaluator was asked to provide recommendations for strengthening or modifying the Foundation's grantmaking processes, so as to maximize impact.

The key finding of the evaluation was that the grantees reported high levels of satisfaction with EPF's grantmaking programs and practices as did the public. They also described significant

impacts on Georgian society, as well as positive effects on the effectiveness and sustainability of their own organizations and of CSOs in general. One of the recommendations that was derived from the evaluation was for the Foundation to continue supporting efforts directed toward improving ethnic minority inclusion in the country's socio-economic life and enhance its efforts in mainstreaming minority considerations (broadly defined) in its work.

This call is announced in response to and toward fulfilling this recommendation, inasmuch as the Foundation believes in strengthening minority voices, so that they are better heard at every level of Georgian society.

Purpose

EPF is seeking an international consultant to assist the Foundation in mainstreaming minority considerations into its program development, design, and monitoring. The consultant will assist EPF in reviewing its program and project design templates, as well as grant application forms, to identify how to integrate minority considerations in a comprehensive and meaningful way. As part of the assignment, the consultant will be responsible for supporting the Foundation in building the capacity of its program staff in international standards and mechanisms for the protection of minority rights (e.g. the COE Framework Convention on Minority Rights, the UN Minorities Declaration, ICCPR, etc.), as well as in tested advocacy strategies that enhance minority participation and integration. As part of the capacity building efforts, the Consultant will be asked to briefly review several EPF-supported interventions directed toward enhancing minority participation and integration, with an eye on how to increase impact on the structural level.

Consultant Qualifications

EPF expects that the selected consultant will have extensive knowledge of and experience in working on minority rights, as well as experience of designing or implementing participatory advocacy strategies with aim to enhance minority integration. The consultant should also demonstrate experience in working on governance and human rights issues. The person selected would be expected to demonstrate strong track record of conducting trainings that focus on minority rights protection mechanisms and different methods of enhancing minority integration, including through working with majority populations.

Additional qualification requirements include:

- Advanced degree in social sciences, human rights or related field
- Excellent presentation and interpersonal communications skills
- Ability to work independently and under tight deadlines;
- Fluency in English and excellent writing skills;
- Knowledge of and working experience in international donor organizations is an advantage
- Experience in working in Georgia is desirable.

Timeframe

Proposal submission deadline: **September 21, 2015**

Assignment start date: **October 19, 2015**

The deadline for the completion of minority indicators and revisions to the program and grant project templates: **November 2015**

Training for EPF's staff: **December 2015**

Budget

EPF has allocated **USD 6,000** (gross) for this service, including travel and lodging expenses. Price competitiveness will be a consideration during the selection process, and all proposals exceeding the defined amount will be declined.

Proposal Requirements and Selection Criteria

Interested applicants must submit the following information to EPF:

- Cover letter, which includes a concise and detailed description of the consultant's qualifications and how the applicant meets the requirements specified in the terms of reference,
- A description of the two most recent consulting assignments completed by the consultant on minority rights related issues,
- CV, and
- Financial proposal/budget that includes a breakdown of costs (e.g. consultancy fee, travel related expenses).

The proposal must be submitted in English. The selection criteria will include the following:

- Degree to which consultant's qualifications and experience match EPF's needs outlined above,
- Cost-effectiveness of the proposal, and
- Ability to adhere to the time constraints of the proposed activities.

Review Process

Proposals may be submitted by email to vacancy@epfound.ge.

Please indicate "*Minority Integration Consultant*" in the subject line of your email. Questions about this call should be directed to Natia Berdzenishvili (nberdzenishvili@epfound.ge).

The deadline for applications is **September 21, 2015, 6:00 PM Tbilisi time (GMT+4)**.

EPF senior management, program, and evaluation staff will review the proposals. The decision on the selection of the winning consultant will be announced **no later than October 5, 2015**.