



## **TERMS OF REFERENCE:**

**Short-term consultancy for the development of a full proposal for Civil Society Organisations in Moldova, to be submitted to the European Union**

## Background

Alianza por la Solidaridad-ActionAid Spain (Alianza-AA SP) is a member of ActionAid (AA) International, a global federation working with more than 41 million people in over 70 countries around the world. We want to see a just, fair, and sustainable world, in which everybody enjoys the right to a life of dignity, and freedom from poverty and oppression. We work to achieve social justice and gender equality and to eradicate poverty.

Since February 2022, Alianza-AA SP has been leading the regional humanitarian response to the Ukraine crisis on behalf of the ActionAid federation, together with the federation's International Humanitarian Action and Resilience Team (IHART).

Since then, Alianza-AA SP has been working with partner organisations in Ukraine, Poland, Romania and Moldova to protect the dignity and promote the rights and participation of the most excluded and vulnerable affected people by the war in Ukraine (women, youth, minorities and intersectional identities), through an intersectional approach, empowering them and increasing their resilience.

Our strategy in Ukraine and the region focuses on:

1. **Women's Rights and Leadership:** Providing protection and essential services to the most marginalised affected population with an intersectional, de-colonial and anti-racist approach, by supporting and accompanying frontline feminist organisations in the humanitarian response to the Ukraine crisis.
2. **Empowerment of Young People:** Addressing the specific needs, protecting the rights of young people and providing protection and essential services to the most marginalised populations affected by the Ukraine crisis, by supporting formal and informal youth-led organisations in Ukraine and neighbouring countries.
3. **Addressing immediate needs and protection issues as they evolve,** centring on the people most affected by the Ukraine crisis, and ensuring their protection, with a focus on women, girls and the most marginalised and vulnerable populations.
4. **Supporting CSOs and reinforce their capacities to claim their space** in their societies and play an active role in the new national and regional scenarios.
5. **Transformative participation and accountability:** Ensure effective transformative participation of the affected population, and transparency and accountability by AA and our partners to affected populations.

Currently, Alianza-AA SP is working with 9 partner organizations in Ukraine, 2 in Poland, 3 in Romania and 2 in Moldova, in line with AA's focus on shifting the power in humanitarian crisis to local and national, women- and youth-led actors. We have an office in Kyiv, made up of a team of 9 Ukrainian and international staff members, supported by a team of 4 roving staff members, and Alianza-AA SP and IHART's teams internationally. In addition, we have satellite presence in Poland, Romania and Moldova.

## Context

In October 2023, Alianza-AA, in partnership with two Moldovan civil society organisations, presented a concept note to the EuropeAid/177610/DD/ACT/Multi call for proposals, which has the following global objective:

To strengthen CSOs as independent actors of good governance and development in their own right. The action aims to contribute to an inclusive, participatory, empowered, and independent civil society and democratic space in partner countries; and an inclusive and open dialogue with and between Civil Society Organisations.

Specifically, the concept note addressed Lot 3 of the call for proposals: Strengthening capacities of local CSOs to engage in home affairs, security and migration in view to enhance dialogue between civil society and national authorities as well as between national authorities and citizens.

This concept note was approved in February 2024, and as such, the objective of the present consultancy is to develop the full proposal.

### **Objective of the Consultancy**

In full coordination with partner organisations in Moldova, and Alianza-AA's regional Ukraine response team, design and develop the full proposal for an EU project entitled:

*Putting People at the Centre (PPC): Enhancing excluded groups' participation in decision-making in Moldova - EuropeAid/177610/DD/ACT/Multi*

### **Duration of the Consultancy**

It is expected that the Consultant(s) will need 14 days to carry out the proposed work, from 18 March-30 April 2024. The Consultant(s) will be expected to travel to Moldova to work with local partners in person, the week of 25-29 March 2024.

The Consultant(s) will also be expected to participate in an online project development kick-off meeting to be held with the Alianza-AA team and Moldovan partner organisations on 13 March 2024.

### **Qualifications and Experience Required**

- University degree in a related field.
- Extensive and demonstrable experience in the design and development of successful EU projects.
- Expertise in the fields of governance, civic space, the rights and leadership of women and minority groups.
- Prior experience working with civil society in Moldova and/or the region, and good knowledge of the socio-political context in Moldova and/or the region.
- Fluency in English.
- Flexible hours, and ability to start immediately and within the proposed dates.

### **Key Deliverables**

Based on the approved concept note, the Consultant(s) will be required to deliver the following products within the stated timeframe:

- Grant application form-full application
- Logical framework
- Detailed budget

### **Management/Reporting**

The Consultant will coordinate with the following Alianza-AA team members:

- Ukraine Response Regional Funding and Partnerships Advisor
- Senior Business Development Specialist
- Humanitarian Program Coordinator
- Ukraine Response Financial Manager

### **Presentation of Offers**

Offers must be sent by e-mail to the following addresses:

- [Jasper.Kiepe@actonaid.org](mailto:Jasper.Kiepe@actonaid.org)
- [Timothy.Dean@actonaid.org](mailto:Timothy.Dean@actonaid.org)
- [kirsten.sutherland@actonaid.org](mailto:kirsten.sutherland@actonaid.org)

E-mails should contain the following subject line: OFFER - EuropeAid/177610/DD/ACT/Multi

The deadline for the submission of offers is **Monday 11 March 2024 at 23:59 CET**.

### **Content of the Offers**

Offers should include the following documents:

- **Brief technical offer** that includes the following elements:
  - A simplified and general methodological proposal, which can be further detailed upon the awarding of the contract.
  - A summary of recent, related experience.
  - The CV(s) of the Consultant(s) that will make up the team.
- **Brief financial offer** that is inclusive of all taxes and other costs. Financial offers can either be based on daily fees, or a breakdown of actual costs required for the consultancy. The cost of travel to, and accommodation and subsistence in Moldova should be included in the financial offer.