



Terms of Reference

For an Institution or a team of consultants to
conduct

- (1) a baseline survey for the project and
- (2) a context analysis

For the project:

**Empowering CSOs to Promote Inclusive and
Green Post-COVID Recovery in Multi-ethnic
Kvemo Kartli and Samtskhe-Javakheti Regions**



I. Summary

Project Name	Empowering CSOs to Promote Inclusive and Green Post-COVID Recovery in Multi-ethnic Kvemo Kartli and Samtskhe-Javakheti Regions
Donor	European Commission
Target Location	Bolnisi, Marneuli, Gardabani, Tetritskaro, Tsalka, Dmanisi, Ninotsminda and Akhaltsikhe municipalities
Overall Objective	To contribute to the realisation of human rights and building robust and climate-resilient communities via strengthening local institutions to better perform their roles as actors of local governance for improved access to social services for people in vulnerable situations in rural areas of Georgia.
Specific Objective	To increase the capacity of local CSOs to apply the five working principles of RBA and act as community integration and development actors for promotion of an inclusive and green post-COVID recovery and provision of person-centred and gender-sensitive social services (with a particular focus on water and health) for marginalised, disadvantaged and excluded groups in the multi-ethnic regions of Kvemo Kartli and Samtskhe-Javakheti
Project Outcomes	<p>Oc 1: Role and mandate of CSOs, youth and women groups in the Kvemo Kartli and Samtskhe-Javakheti regions are enhanced to advocate effectively for access to gender- and child-sensitive social services (with a specific focus on human rights to water, sanitation and hygiene (WASH) and health) and promote meaningful and inclusive participation for a green and resilient post-COVID recovery.</p> <p>Oc 2: Community-led mechanisms are established and strengthened at the municipal level that reinforce transparency and accountability of duty-bearers and promote participatory development and delivery of gender- and child-sensitive quality social services to respond to the post-COVID needs of VGs</p> <p>Oc 3: Increased capacities of local stakeholders (CSOs, YPP graduates, social entrepreneurs, social service providers, and PPPs) to practice cooperative and innovative approaches to engage, develop and</p>



	deliver gender-sensitive social services via providing financial (sub-grants) support for the implementation of innovative projects (with a focus on new technologies, digital solutions, WASH and circular economy) and piloting joint social initiatives responding to the post-COVID needs to demonstrate effective CSOs-LAs partnership practices.
Beneficiaries	CSOs, Local Authorities, Vulnerable Groups
Consortium Members	Center for Training and Consultancy (CTC) Kvemo Kartli Media (KKM) First European (FE)
Project Partners	Bolnisi City Hall, Marneuli City Hall, Gardabani City Hall, Tetritskaro City Hall, Tsalka City Hall, Dmanisi City Hall
Project Duration	4 Years, January 2022 – December 2025
Survey Purpose	<p>Baseline Analysis: Assist CENN to establish the baseline of social service delivery and CSO work in the project target municipalities of Kvemo Kartli and Samtskhe-Javakheti. The project will measure progress against the established baseline through a follow-up study in the last year of the project implementation.</p> <p>Context Analysis: reveal the existing situation concerning the social service provision, and assess the capacity of: rights holders, duty-bearers and CSOs in target regions. The research should identify: existing bottlenecks, root causes of existing challenges, roles of rights-holders and duty-bearers, capacity gaps and challenges, strategies and actions and partnership opportunities.</p>
Primary Methods	Survey, focus groups, desk research, field research, etc.
Service Duration and Timeframe	Baseline Survey: 2 Months Context Analysis: 2.5 Months



II. Description of the Project

Access to basic social services is limited in rural Georgia. Communities living in vulnerable and marginalized rural areas lack access to essential services such as water and sanitation, health services, quality education and income-generating opportunities. More than 60% of the population in the target Kvemo-Kartli and Samtskhe-Javakheti regions does not have access to clean water, 90% have no access to sanitation facilities, and 60% lack access to healthcare services. The COVID-19 outbreak revealed weak social and health systems and social disparities in the marginalised multi-ethnic rural areas. In vulnerable communities hit the hardest by the virus, it exacerbated the consequences of inequality, further burdening marginalised, disadvantaged, and excluded groups. Meanwhile, COVID-19 has dramatically worsened the provision of basic social services. While certain actions are being taken with the support of CSOs and the international community to cope with the challenges of COVID-19, efforts being made are not sufficient to improve nearly every aspect of the social and economic life of affected communities and stimulate a resilient, green, and rights-based recovery. Previous experiences demonstrate how crucial it is to develop a local civil society capable of participating in local policy development and governance to promote rights-based and equal access to social services, especially for disadvantaged, marginalised and excluded groups, including ethnic minorities.

In response to the above-mentioned social services related challenges CENN starts a new project “Empowering CSOs to Promote Inclusive and Green Post-COVID Recovery in Multi-ethnic Kvemo Kartli Region” in partnership with Centre for Training and Consultancy (CTC), Kvemo Kartli Media (KKM); and First European (FE), and six associates representing Local Authorities (LAs) of: Bolnisi, Marneuli, Dmanisi, Tetritskaro, Gardabani, and Tsalka. The project is funded by EU.

III. Objectives of Assignment

The goal of the assignment is to assist CENN to establish the baseline of social service delivery and CSO work in the project target municipalities of Kvemo Kartli and Samtskhe-Javakheti. The project will measure progress against the established baseline through a follow-up study at the end of the project implementation. For these purposes CENN intends to engage a local research company to conduct qualitative and quantitative study on the current situation and existing challenges related to social service policy formulation, development, delivery, and CSOs' role in the process. The funding



for the assignment will be covered from the project “Empowering CSOs to Promote Inclusive and Green Post-COVID Recovery in Multi-ethnic Kvemo Kartli Region” funded by EU.

IV. Scope of work

Under the overall guidance of the Project Manager and management of M&E Specialist of CENN, the selected partner will be responsible for the following tasks:

Baseline Survey:

1. To design the qualitative (key informant interviews) and quantitative study (including sample designs) in close consultations with CENN team;
2. To develop and pilot quantitative and qualitative research instruments, answering the following indicators among others:
 - a. % of population in target regions that report satisfaction with social protection and service provision, disaggregated by VG status and sex.
 - b. % of the population in target regions that reports resiliency towards health and climate risks, disaggregated by VG status and sex.
 - c. % of the population in target regions that positively assess the activities of CSOs.
 - d. % of the population in target regions that have confidence towards CSOs.
3. To conduct the field work representative of 6 municipalities of the Kvemo Kartli region (Marneuli, Dmanisi, Bolnisi, Tsalka, Tetrtskaro, Gardabani) and 2 municipalities of the Samtskhe-Javakheti region (Akhaltzikhe and Ninotsminda) involving at least 1000 completed survey interviews and focus groups, and at least 16 Key Informant interviews (with CSOs and local self-governments);
4. To analyse quantitative and qualitative data and submit the first draft report to CENN;
5. To incorporate feedback in the report and submit the final report in English language to CENN.

Context analysis:

The overall goal of context analysis is to identify key factors influencing the existing situation related to social services and local CSO engagement in each target municipality and identify human rights violation cases, as well as their



causes, needs, interests, capacities and constraints of different stakeholders.

1. To design the study in close consultations with CENN team following participatory Rights-Based Approach (RBA) methodology
2. To develop and pilot research instruments, answering the following indicators among others:
 - a. Desk study
 - i. Public financing for social service provision for VGs 8 target municipalities
 - ii. # of priorities and actions in social services programming and financing that respond to women's needs and climate change challenges.
 - iii. # of local policy and development documents that are gender-sensitive, emphasize human rights to water and health for VGs, women and children, stimulate a green post-COVID recovery and promote the implementation of the HR Country Strategy and EU AA agenda.
 - iv. Sectoral policy documents and reforms addressing the needs of women, youth, children and VGs (rights-holders).
 - b. Stakeholder analysis
 - i. Number of CSOs registered in the 2 target regions and # of CSOs are willing to engage in civic activities; the limitations and challenges of CSOs to ensure their effective participation in local governance and policy formulation
 - ii. Number of local CSOs, representing interests of ethnic-minorities and VGs, engaged in policy formulation and governance.
 - iii. Number of rights-holders with knowledge of RBA 5 working principles - knowledge about rights and access to information on legal, administrative, political services for claiming their rights, basic services and decision-making processes.
 - iv. CSOs that have a capacity to advocate for the human rights of rights-holders and apply knowledge from in their daily work.
3. To analyze quantitative and qualitative data, as well as results from the baseline survey, and submit the first draft report to CENN, addressing the following aspects:
 - a. Identifying existing priority issues in the target municipalities



- b. Identifying key immediate, underlying and root causes of the problems
 - c. Conducting causality analysis with the list of rights that are either being violated or at risk of being violated as well as the major causes of these violations.
 - d. Identifying key “right – duty” relationships with regards to priority issues and determine:
 - i. (1) The rights-holders affected by the existing problems;
 - ii. (2) The gravity of the situation for those rights-holders affected
 - iii. (3) The duty-bearers and the roles and obligations they are expected to fulfil;
 - iv. (4) The relationship between the rights-holders and duty-bearers in the target municipalities.
 - e. To Identifying strategies and actions to implement that will be recognized by rights-holders and duty-bearers.
4. To incorporate feedback in the report and submit the final report in English language to CENN.

V. Outputs/Deliverables:

The selected organization is expected to produce the following deliverables:

Baseline Survey:

1. Inception report with detailed study methodology with timeframe developed and submitted to CENN by March 14, 2022.
2. Final Study report in English incorporating CENN’s feedback submitted by April 29, 2021

Context Analysis:

1. Inception report with detailed study methodology with timeframe developed and submitted to CENN by March 14, 2022.
2. Final Study report in English incorporating CENN’s feedback submitted by May 13, 2022

It is expected that the organization shall begin both studies by March 1, 2022 and finalize the baseline survey by April 29, 2022 and context analysis by May 13, 2022. The organization will liaise at all times with CENN which will provide advice, guidance and information as appropriate.

VI. Requirements for the organization:

The qualifications that make the applicant eligible for this assignment are:

- An officially registered legal entity;



- At least 10 years of proven experience and results in developing new methodologies and research instruments in line with international academic standards and guidelines;
- At least 10 years of experience of working on social and human rights projects;
- At least 5 years of work experience in research projects on people vulnerable situations in rural areas;
- Previous experience in working with international organizations would be a strong asset;
- Previous experience in working on social services would be a strong asset;
- General organizational capability (minimum staffing and structure of the organization) which is likely to affect implementation: organization can demonstrate that it has already developed and implemented similar projects

Qualified coordinator (team leader) with:

- Graduate Degree in Sociology, Social Sciences or related field;
- At least 5 years of experience in designing and implementing donor funded projects in the field of human rights/social development;
- At least 5 years of experience in working with multi-stakeholders: government, civil society, community based organizations, and UN/multilateral/bilateral institutions;
- Sound understanding of human rights and the context of people in vulnerable situations in rural areas of Georgia;
- Familiarity with the political, economic and social situation in Georgia
- Language qualifications: Fluency in English and Georgian

Senior Expert with:

- University degree (at least Masters) in social sciences, law or humanities and/or senior academic experience
- At least 5 years of experience in leading the design and conducting surveys, writing study reports
- At least 5 years of experience in advanced statistical analysis
- At least 3 years of experience in conducting research on human rights and the context of people in vulnerable situations in rural areas of Georgia.
- Language qualifications: Fluency in English



Thematic Expert(s) with:

- University degree (at least Masters) in social sciences, law, human rights or humanities
- At least 5 years of experience in writing study reports
- At least 3 years of experience in conducting research on Human Rights; Social Services; Civil Society and CSOs; Local Authorities and Self-governance
- Language qualifications: Fluency in English and Georgian

Interested candidates should submit their technical proposal, CVs detailing relevant work experience and a detailed budget (separately for both studies) no later than **February 11, 2022** on the following email address: giorgi.orkodashvili@cenn.org

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