



## **Request of the expression of interest**

### **Consultant to provide services in guiding the overall process of conducting community-led monitoring**

#### **The objective of the assignment:**

The purpose of the activity is to guide the overall process of conducting community-led monitoring (CLM) to make a comprehensive review of the progress made by the countries in implementing the standardized package of community-based support in the six countries of the EECA region: Azerbaijan, Belarus, Kyrgyzstan, Moldova, Tajikistan, and Ukraine.

1. By using a mix of methods to conduct a review of the progress in implementing the standardized package of community-based support services including assessing the coverage and quality of services provided, as well as identifying any gaps or areas for improvement in the selected countries of the EECA region (Azerbaijan, Belarus, Kyrgyzstan, Moldova, Tajikistan, and Ukraine), including a thorough analysis of the following:
  - The current level of coverage/progress in standardized community-based support services in each of the selected countries.
  - The key achievements in implementing the standardized package of community-based support services in each country.
  - Challenges or obstacles encountered during implementation, and how they have been addressed by each separate country.
  - The process of monitoring and evaluation of the services provided within the standardized package.
  - Lessons learned that could be shared across the countries to enhance the implementation of community-based support services.
  - To develop recommendations for improving the coverage, quality, and effectiveness of community-based support services within the standardized package in the EECA region.
2. To make the analysis of the data received and to develop a comprehensive report including description of the progress, existing gaps and challenges, lessons learned and the recommendations for further improvements in implementing the standardized package of community-based support services.

#### **The scope of work:**

The International Consultant is expected to:

1. Suggest methodology for conducting the review/analysis, including timelines and deadlines for key deliverables.
2. Supervise national consultants and suggest a mix of tools appropriate for conducting the review/analysis. This may include, but is not limited to, the following:
  - Desk review of the materials/documentation available in each country with support from national consultants.
  - Guides for individual or group interviews conducted by national consultants with representatives of CSOs, CBOs involved in delivering standardized community-based support services and other interested stakeholders;
3. Develop the database for collecting data.
4. Provide expert advice and technical guidance to national consultants from the six selected countries during the CLM process.
5. Bear the responsibility for the overall quality and integrity of the reporting.
6. Aggregate data, make its analysis and develop final report.
7. Jointly with the national consultant develop a PPT and present key findings of the review during the national (1 per country, if required) and regional events organized and/or hosted by TBEC.

### **Expected outcomes:**

1. Methodology of the CLM.
2. Guides for conducting interviews.
3. Database.
4. Final report and PPT for presenting the results.

### **Duration of the assignment:**

- The work is expected to start after signature of the specific agreement for individual consultancy services. The duration of the agreement is May - September 2024.

### **Conditions:**

1. Individual consultants are invited to submit an expression of interest for the consultancy services mentioned above.
2. TBEC offers the following type of cooperation:
  - Consultancy Agreement with an Individual Consultant/Expert. The Consultant will be responsible for the payment of taxes according to the laws of his(her) country of residence. Remuneration will be paid in USD, so consultant shall have a USD bank account.
  - The contract will be awarded on a competitive basis to a Consultant/Expert with the highest qualifications and meeting all requirements described in Terms of References (ToR). Consultant will be evaluated based on the qualifications.
  - Consultancy fee for a given assignment will be negotiated with a Consultant/Expert with the highest evaluation results.
3. Your expression of interest should contain the following documents:
  - CV with proven experience and qualifications (in English, not more than 3 pages).
  - Motivation letter (in English, not more than 1 page), clearly describing:
    - Existing experience in the area of the proposed assignment
    - One reference contact.
4. Failure to meet these requirements will lead to automatic disqualification of application.
5. All documents for expression of your interest should be submitted electronically to Olesia Murha, Administrative Officer, at the following address [murha@tbcoalition.eu](mailto:murha@tbcoalition.eu).
6. The deadline for receipt of your expression of interest by e-mail is **26 May 2024, 6 PM, Kyiv time**. Late proposals will be rejected.
7. The evaluation and selection will be conducted through procurement procedures set out in TBEC internal policies. Questions related to the topic of the current request can be addressed to Olesia Murha, Administrative Officer, TBEC, at the following address [murha@tbcolation.eu](mailto:murha@tbcolation.eu).