

Democratization Department

Prishtinë/Priština, 21 March, 2016

Terms of Reference for CSOs
to implement small-scale projects to support women groups' raising awareness on
Gender Based violence, with focus on Domestic Violence
(Project 2100971, Activity 2.2: Supporting CSO advocacy strategies for ending gender-based violence)

Background:

Under the Project “Support to participatory mechanisms for monitoring and influencing decision making processes” activity 2.2, the Public Participation Section (PPS) of the Democratization Department of the OSCE Mission in Kosovo (OMiK) seeks to increase participation and advocacy efforts of civil society organizations (CSOs), women caucuses and youth in working with municipal and central institutions.

The Assembly of Kosovo (AoK) Women Caucus has identified Gender Based Violence as priority theme for its activities in 2016 and will be implementing its action plan on this topic through public awareness activities (in schools and other public spaces) involving visual arts, which will conclude with an art exhibition on the theme of Domestic Violence to be held in June/July 2016.

In this framework, **PPS will support up to five CSOs from Kosovo** engaged in gender, (and arts to implement small-scale awareness raising projects in partnership with local women caucuses.

Objective:

The objective of this action is to support/increase capacities of CSOs to advocate for women’s rights and in particular to implement prevention activities on Domestic Violence.

Tasks:

Under the mentorship of PPS, the selected CSOs will:

1. Assign project staff to implement project activities and tasks;
2. Implement public awareness activities in schools and other public spaces involving visual arts;
3. Organize an art exhibition on the theme of Domestic Violence in June or July 2016.
4. Co-operate with the relevant local women caucus and municipal officials;
5. Promote equal participation of men and women throughout the activities;
6. Submit a final project evaluation report (min. 5 pages).

The project must engage artists, students and/or victims of violence to produce visual arts works on the theme of domestic violence.

Deliverables:

Selected applicants will deliver the following, under the overall supervision of the OMiK project manager:

- 1) Within *one (2) weeks*, the selected NGO/CSOs will have confirmed final activities plan in consultation with project beneficiaries and other stakeholders;
- 2) Within *three (3) months*, CSOs have implemented local level workshops/awareness initiatives and produced art crafts
- 3) Within *three (3) months*, selected NGOs/CSOs have contributed to the preparation and set-up of the art exhibition
- 4) Within *four (4) months* develop a final evaluation report clearly stating achieved results and supported by relevant Means of Verification.

Duration:

Projects should be implemented between 1 May and 31 July 2016

Performance Indicators:

Based on the tasks undertaken by each CSO, the foreseen deliverables and the envisaged timeframes, the following performance indicators should be achieved:

- The public awareness activities are implemented in a timely manner;
- All necessary artistic materials are timely developed and agreed with OMiK;
- Meetings are regularly scheduled and updates are regularly provided (as stipulated in the activity plan) to relevant stakeholders;
- Findings and recommendations for further action are presented at the final event of the project.

Location:

The proposed project should focus on a specific municipality in Kosovo where registered youth structures operate.

Eligibility

- Only officially registered CSOs are eligible to apply for the small scale projects scheme.
- The problem to be addressed by the project must be linked to the theme identified in this Terms of Reference, and should not attempt to cover multiple topics at once;
- The project must adequately mainstream gender issues under the targeted theme;
- The project should not duplicate other ongoing efforts. In particular, the same project cannot be supported by several organisations;
- The project and all accompanying documents must be submitted in English language;
- Compatibility of organizational mission statement with the mandate of the OSCE Mission in Kosovo.

Financial allocation

Projects budget should be between 500 – 1,500 Euros. The project budget should only include the costs pertaining to goods and services (**no staff costs**) which will be directly managed and financially procured by OMiK.

How to apply:

Applicants should submit the following documentation:

- Project proposal (max. 5 pages), including a) objectives and results to be achieved, b) approach and methodology to be used, c) activity schedule, and d) evaluation/reporting tools
- Detailed Project budget
- CV's of proposed project team members
- Implemented projects history (max. 1 page)
- Copy of registration certificate
- Letter of intent to co-operate with women caucus group(s)

For further information please contact Mr. Fitim Xharra, Democratization Department, OSCE Mission in Kosovo, at fitim.xharra@osce.org or 038/240100, ext. 1154.
