

**Terms of Reference**

Title: “Peaceful Villages Evolvement”

Country: Kyrgyzstan, Tajikistan

Project number: *EuropeAid/164342/DD/ACT/Multi*

Duration of action 30 month

Date of publication: 23.06.2020

|  |  |
| --- | --- |
| 1. Introduction DVV International is the Institute for International Cooperation of the Deutscher Volkshochschul-Verband e.V. (DVV), the German Adult Education Association. DVV represents the interests of the approximately 900 adult education centres (Volkshochschulen) and their state associations, the largest further education providers in Germany. As the leading professional organisation in the field of adult education (AE) and development cooperation, DVV International has committed itself to supporting lifelong learning for more than 50 years. DVV International provides worldwide support for the establishment and development of sustainable structures for Youth and Adult Education. 2. Background of the project DVV International started its activities in Central Asia in 2002 and has been active with country programmes in Kyrgyzstan, Tajikistan and Uzbekistan, and with regional measures since. The project approach is geared by the overall aim to contribute to the development of a more efficient and effective adult education system, which contributes towards poverty reduction and sustainable development. Project implementation is structured along the three levels of micro, meso, and macro work. The newly started EU-co-funded project ‘Peaceful Villages Evolvement’ has the main aim of contributing to the mitigation of major threats to sustained peace in Central Asia through the enhancement of cross-border relations between Kyrgyzstan and Tajikistan. This objective will be achieved by strengthening the resilience of target villages' residents to hostile rhetoric and (nationalistic, religious) radicalization potentially leading to violent conflict and extremism in two conflict-prone border countries (Kyrgyzstan and Tajikistan) through the creation of favourable conditions.  **3. Project Activities**  1. Strengthening the operational and institutional capacity of Kyrgyz and Tajik CSOs and on enhancing coordination (networking) among them in reducing factors causing radicalization potentially leading to violent conflict and extremism.  2. Creation of viable and effectively operating community-based structures (ATC/CLDC), spaces for community security dialogue, social development and community mobilization will be established which can also serve as a platform for cooperation between state and non-state actors.  3. Offers of global citizenship education, education for the prevention of violent extremism and community security dialogue, women, youth, and traditional leaders will be empowered in fostering cross-border confidence-building and in addressing conflict.  4. A business development component in the cross-border region will improve cooperation and support mutual economic interests of Kyrgyz and Tajik communities, leading to joint business development. | |
| **Purpose and Scope of the Baseline Study**  The baseline study shall serve to identify a benchmark and be able to assess the project’s progress and effectiveness during the implementation, as well as the degree and quality of change occurred by the end of the project cycle. The research will be oriented along the information needs based on the project logframe and its indicators. This will also help to ensure the project action is well adapted and responds to the most important needs of the target groups. Conflict sensitivity and the do no harm approach will remain the main principle during the project implementation, and are relevant criteria for the implementation of the baseline survey as well. Baseline Methodology A mix-method approach will be used to gather key data in order to inform program implementation. The methodologies will include desk study review, key expert interviews, focus groups, and survey. The contracted team of /researcher(s) will be in charge of the conduction of focus groups and of designing and conducting a community-based survey in six target villages in border districts of Batken and Isfara regions.  **Focus Groups:** At least 2/3 focus groups with community leaders and representatives will be carried out per target location (Total 15). The focus groups will investigate aspects such as existing spaces for dialogue, drivers of peace, best practices from the past. DVV International will provide the questionnaire for the focus group discussions (in English), ad hoc training as well as assistance in identifying key respondents.  **Survey:** A community-based survey will be conducted in six target villages. This short survey will collect quantitative data on general understanding of conflict dynamics in cross-border regions and collect data for appropriate indicators from log frame. In order to do the survey effectively and appropriately, the team of / researchers will calculate a proper sample size based on the total population in the target area using a scientific sample size calculation formula. The total sample size will then be distributed proportionally, and a survey will be carried out inclusive of gender, age, ethnicity (if and where appropriate). The objectives of the short survey are: | |
| 1. To assess how people in target location rate their means (skills, competences, strengths etc.) not to get involved in ideology-based violence (disaggregated by age, gender and ethnicity); 2. To assess the extent to which stereotypes and negative connotations are used to refer to other groups in target locations (disaggregated by age, gender and ethnicity); 3. To assess the level of knowledge that people have of the challenges, needs, and interests of other ethnic, religious, gender and age groups living in target locations (disaggregated by age, gender, ethnicity, religion, type of challenges, needs and interests, and location); 4. To assess people’s involvement in social, cultural and economic cross-border activities (disaggregated by age, gender, type of interaction and duration); 5. To assess people’s involvement in cross-border groups/networks (disaggregated by age, gender and type of interaction); 6. To assess the extent to which resources are shared and products and services are jointly produced between target locations (disaggregated by type of resources and locations). | |
| Deliverables The hired company/team of researchers will conduct FGDs and design and conduct community-based surveys according to the ToR.  The following deliverables are expected:   * Conduction of 15 focus groups (in Kyrgyz and Tajik languages) in 6 target locations; * Transcription and translation (in English) of FGDs’ protocols; * Design of and Sampling for community-based survey; * Conduction of short survey in 6 target locations; * Delivery of survey’s findings in Excel format; * Conduction of preliminary analysis of survey’s finding for selected indicators in form of short report (in English) (max 5 pages). | |
| Duration and Deadlines for Assignment The time allocated for this assignment will be four weeks from the signing of the contract (indicatively 1. July). | |
| Requirements of company/team of researchers Qualifications:   * at least 5 years of experience in monitoring and evaluation of development projects and programs (please, provide proof of this experience); * proven quantitative and qualitative research skills (candidates should provide a copy of baseline/evaluation reports produced; * knowledge and professional experience in conflict prevention, peace and security, youth and gender, PVE and/or peacebuilding; * previous research experience in Kyrgyzstan and Tajikistan; * Knowledge of English, Kyrgyz, Russian and Tajik languages. |
|  |
| Application All candidates who would like to participate in the tender for conducting the outlined study should submit the following documents:   1. CV(s) of person(s) involved in assignment (please use attached template) 2. Technical proposal covering the following aspects (maximum of 5 pages):    1. Show understanding of the task    2. Methodological approach (included draft questionnaire and sampling for community-based survey)    3. Work Plan / steps of implementation    4. Consideration of specific requirements of the context of the study such as       1. COVID-19-related measures you plan to use       2. How you will ensure confidentiality from data collection process to data delivery       3. How you plan to access the field    5. Internal Quality Management 3. Financial proposal (please use attached template).   The offers must be sent **until 24:00 (German time), 28. June,** to the following e-mail addresses:  Dr. Thekla Kelbert (Regional Director for Central Asia at DVV International Regional Office in Bishkek), e-mail address: kelbert@dvv-international.de  Nadezhda Romanenko (Country Director for Kyrgyzstan at DVV International Regional Office in Bishkek), e-mail address: [romanenko@dvv-international.kg](mailto:romanenko@dvv-international.kg)  Babur Bolshov (M&E and Visibility Officer at DVV International Regional Office in Bishkek), e-mail address: [bolshov@dvv-international.kg](mailto:bolshov@dvv-international.kg)  Late submissions will not be accepted. |
| Evaluation criteria of proposals The proposals will be assessed according to the following criteria:   * **Qualification of evaluation team** (**counts one third**) (based on criteria mentioned above); * **Technical proposal (especially taking account the covid-19 situation in the two countries) (counts one third)** (based on criteria mentioned above)**;** * **Financial proposal (counts one third)** (best price-service relation). |
| Request for clarification If you should have questions concerning this tender, please send your questions to Babur Bolshov (see above). |