

Date: 20 September 2021

## **Terms of Reference**

### **for Needs Assessment for Psychosocial support of the family of the returnees**

The Centre for Common Ground (CCG) is seeking a Company/Consultant to conduct a Needs Assessment for psychosocial support of the family of the returnees in the scope of the GCERF funded project “**Building resilient and inclusive communities in North Macedonia**”.

#### **1. Background Information**

##### *Organizational Background*

Since 2008, **Centre for Common Ground (CCG)** has been working toward reconciliation, interethnic relations and stability in the Western Balkans. CCG’s mission is to transform the way people and communities deal with conflict - away from adversarial approaches and towards cooperative solutions. Its projects are created to strengthen societies' capacity to deal with conflicts constructively: to understand the differences and act on the commonalities. Using innovative tools such as education, media, dialog, music, sport, arts and culture and working at different levels of society, CCG engage in pragmatic long-term processes of conflict transformation building social cohesion and using non-violent communication.

##### *Project Summary*

The overall objective of the project ***Building Resilient and Inclusive Communities (BRIC)*** is to build resilient local communities against violent extremism and radicalization through capacity building and support to communities and vulnerable groups and individuals in the process of P/CVE and R&R. Through the designed approach and implementation of activities, the consortium will boost the existing state P/CVE and R&R system at central and local level and make them more responsive through active engagement with RFTF and their family members while applying the institutional approach. Simultaneously, the communities will be strengthened and made more resilient toward radicalization narratives and supportive in recognizing the importance and of R&R of RFTF and their family members in the community.

The project addresses the problem of underdeveloped capacities by the P/CVE and R&R networks and local communities to support community-based reintegration of RFTFs, families and radicalized individuals (clusters) vulnerable to recidivism who represent a potential social and security risk to the society. To address the problem, the consortium will group its activities to support 4 outcomes, each targeting different focus group:

#### **2. Objectives of Needs Assessment**

**The goal of the needs assessment is to explore the needs and modes of provision of psychosocial support of the returnees and their families in the process of disengagement, rehabilitation, resocialization, and reintegration. It will assess the individual needs of the final beneficiaries as well as the needs of the service providers, especially in terms of capacity building.**

The NA will need to answer the following key questions:

1. What are the core needs of individuals that will benefit from the program (returnees and their family members [women and children])?

2. What are the needs of the service providers (psychologists, therapists, social workers, religious leaders) when working with returnees and their families?
3. What are the needs of the receiving communities and what would contribute to a better acceptance of returnees and their families?

### **3. Scope of Work**

The consultant/company is expected to perform the following tasks:

- Conduct a comprehensive review of existing data in literature, reports, and relevant documents related to gender-based violence and violent extremism in North Macedonia.
- Engage in consultations and interviews with key stakeholders, including government agencies, civil society organizations, local women's leaders and groups, and relevant experts.
- Organize focus group discussions and/or workshops with representatives from different sectors to gather diverse perspectives.
- Analyze the collected data and information to identify common themes, challenges, and potential opportunities.
- Prepare a comprehensive report outlining the findings, including an executive summary, analysis of key issues, and clear recommendations.

**Location:** the assessment will be conducted in various municipalities in North Macedonia: Skopje, Struga, Kichevo, Gostivar and Prilep.

### **4. Methodology**

The Local Consultant will make the needs assessment through a mix of desk research and qualitative research including face-to-face semi structured KIIs and focus group discussions.

#### Qualitative Research

Qualitative research methods may include:

- a) Semi-structured interviews of key informants (Key Informants Interviews – KII).
- b) Focus group discussions (FGD) with target groups/stakeholders.

### **5. Deliverables**

- Inception report of 6 to 10 pages (in ENG), which will include the methodology, objectives, target groups, and development of instruments to be used for the NA;
- Review of the third-party reports and statistics analysis on the issue with short narrative report;
- Field work including 10 Key Informant Interviews with relevant stakeholders and 5 Focus group discussion (with 10 persons each)
- Produce Needs Assessment Report (in ENG), up to 25 pages in length, excluding the appendices;
- Incorporate comment and finalize the report to be submitted to CCG;
- Presentation of the NA Report findings to donor and relevant stakeholders with PPP presentation (upon request)
- The implementation of the above-mentioned activities shall be conducted within a total of twelve (12) working days, not necessarily in consecutive order.

## 6. Timeframe

Activity	Preliminary Time frame
Development of instruments and Inception report	November 2021
Feedback from CCG team/Consortium Members on the inception report and instruments	December 2021
Third party reports and statistics analysis	November – December 2021
Field work I (10 KIIs)	April - May 2021
Field work II (4 FGDs)	April - May 2021
Draft Narrative report	June - July 2022
Feedback from CCG team/Consortium Members on the draft final report	June - July 2022
Final draft of the Needs Assessment Report	June - July 2022

## 7. Qualifications and Experience

Interested consultants/companies should possess the following qualifications and experience:

- Demonstrated expertise in conducting needs assessments, preferably in the field of gender-based violence, violent extremism, or peacebuilding.
- Strong knowledge of the socio-political context in North Macedonia and familiarity with relevant stakeholders and organizations.
- Excellent research and analytical skills, including the ability to collect and analyze qualitative and quantitative data.
- Experience in engaging with diverse stakeholders and facilitating consultations and focus group discussions.
- Strong written and verbal communication skills, with the ability to produce clear and concise reports.
- Excellent written English skills preferred.

## 8. Proposal Submission:

All interested parties should send their proposal, including price, payment conditions and timeline, to the following email address: [ccg@ccg.org.mk](mailto:ccg@ccg.org.mk), until 08<sup>th</sup> of October 2021, latest.

Thank you for your interest in conducting the Needs Assessment for CCG's project.