



## Armenian CSOs 2.0

### CALL FOR EXPRESSION OF INTEREST

**To assess: a) specific sector-related needs of capacity building of Armenian civil society organizations (CSO) and b) the impact of previous and current programmes focusing on capacity building of CSOs.**

**Initiators of the Call: the Armenian General Benevolent Union (AGBU) in partnership with Eurasia Partnership Foundation (EPF).**

AGBU and EPF are looking for a researcher to conduct a comprehensive assessment that will explore the needs of thematic and sector-related (vertical) capacities of Armenian CSOs as well as describe the impact of CSO capacity building activities in Armenia so far.

#### Context

Increasing the capacities of CSOs to engage with their constituencies and thereby better respond to citizens' needs is a critical question in Armenia. The Armenian CSOs 2.0 programme is to help better address this multi-level issue. The programme is financially supported by European Union Delegation to Armenia, and is implemented by the Armenian General Benevolent Union (AGBU) in partnership with Eurasia Partnership Foundation (EPF).

This three-year program, launched in December 2016, will go through a set of interrelated activities. Using the outstanding possibilities of CSOs and CSO-support actors in Armenia and in the Diaspora, the programme aims to support the development of advanced CSOs for a fully enabled civil society. A unique characteristic of the programme is utilization of Diaspora capacity for strengthening thematic (vertical) expertise of Armenia's CSOs.

**One of the components of the programme is a professional sector-related (vertical) needs assessment of up to 200 active CSOs in order to better document their capacity needs. This call for expression of interest will identify and select the most relevant researcher, or a group of researchers, or a research organization to perform this assessment and write the report.**

## **General outcome expected**

The assessment will be comprised of two parts.

The first part will focus on assessing the professional/technical and sector-related (vertical) capacities of CSOs to get an in-depth understanding of their needs and gaps in terms of vertical skills and competences, as well as the tools, mechanisms and channels required to make their daily operations and work with their beneficiaries more effective.

The second part of the assessment will study and evaluate the impact of accomplished and on-going capacity building efforts in strengthening professional/technical expertise among CSOs.

The survey will serve as a basis for the programme team for designing the inception report of the programme by the end of June 2017.

Upon commencement, the incumbent will take into account the assessment studies that were accomplished in the sector over the last years, including the recent study made by the EU-funded CSO STRONG programme.

In order to better address the final aim of the whole programme as explained above the assessment report will also generate baseline data. This will enable to better document the actual needs identified, and to evaluate how relevant are the actions undertaken at each step of the programme.

## **Specific outputs and results:**

Specific outputs:

1. 200 active CSOs assessed following the two main objectives (parts) described above.
2. The complete written assessment report is produced in English and Armenian.
3. A PowerPoint presentation and a summary of the main results presented at the Kick-off event organized at the end of May 2017.

## **Requested profile**

- Armenian native speaker and native-like fluency in English
- Proven skills in designing and conducting surveys related to the specific sector and /or to social field and social related issues
- Strong ability to collect and analyse both quantitative and qualitative data
- MA degree required, MA in social sciences or related field is an asset
- Demonstrated previous experience in conducting and writing survey is compulsory
- Able to meet dead line, to report to the dedicated AGBU and EPF team persons
- Result oriented and reactive person with strong communications skills
- Previous experience in Civil Society sector is desirable

## **Main steps and specific aspects of the overall task**

The selected candidate is required to:

- Select and design a methodology to perform the survey
- Indicate a specific time line for each component of the survey, bearing in mind that the written draft is to be ready by April 30, 2017
- Include a baseline data in the survey
- Attend meetings scheduled by the AGBU and EPF teams to report about his/her work
- Perform the assessment's research and compile the assessment report
- Write the first draft of the report and submit it to the AGBU and EPF teams
- Attend the meeting(s) to discuss the draft and turn in a second draft
- Submit the final written report for approval no later than May 15, 2017
- Participate actively to the Kick-off event scheduled by the end of May 2017 by presenting to the audience the main results and a comprehensive summary
- Avoid any personal/professional conflict of interest in the related field

## **Workload and pre-budget**

Applicants are required to specifically indicate a timeline per activity and sub-activity in their application documents (see list below). They also have to write in the same documents a pre-budget featuring the estimated total budget of their project.

Working cost, such as phone calls, Internet connection, local transportation and others should be included in the total estimated budget. The AGBU can provide room for meeting up to 20 pax upon request. No dedicated working place is however available permanently at the AGBU main office.

## **Assessment criteria**

Assessment of applications will be based on:

- Whether the proposed methodology is relevant
- Whether the candidate has both experience and skills relevant to the expected general and specific outcomes
- Relevance of the requested estimated budget to funds available within the programme

## **Application procedure and closing date**

The application must include:

1. A CV including reference(s) to publications of surveys or research papers available on-line.
2. A letter of motivation
3. A maximum of a two-page document stating the methodology intended to be used in order to conduct the assessment, including the total estimated budget to complete the assessment.
4. A sample of a report or methodology from previously completed similar survey(s)

Applications must be completed in English and sent to the following e-mail address:

[ArmCSO2@agbu.am](mailto:ArmCSO2@agbu.am)

with the following subject line: *Name, Last Name, Armenian CSOs 2.0*

In submitting the application, applicants accept the procedures and conditions as described in this Call. Any misrepresentations in supplying the required information or not meeting the set deadline lead to exclusion from the present Call.

The deadline for submission of applications is **February 6, 2017**.

### **Appointment process**

Only shortlisted candidates will be contacted.

### **Protection of personal data**

We ensure that the applicant's personal data will be processed as required by Armenian Legislation. This applies in particular to the confidentiality and security of such data.

For any further information about this Call, please contact EPF's Programme Manager Gayane Mkrtychyan at [gmkrtchyan@epfound.am](mailto:gmkrtchyan@epfound.am) or mobile: 095 25 15 68.

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