

CRM Contract Reference No.: **CRM-0026**

Name of the action: “GREEN COMPLAINT FOR ENVIRONMENTAL JUSTICE”

Name of CRM beneficiary: Citizen’s Association FLOROZON Center for Environmental Democracy

Terms of Reference for thematic expert for Activity 2 - Advocacy (Preparation and communication of position paper)

Project Action Description	
General information for action	<p>After the organization of the workshop, the conclusions drawn at the workshop will be the basis for the preparation of a position paper by hired expert which will be communicated to the relevant authorities.</p> <p>The advocacy function of the project shall utilize the conclusions and/or the position paper to continuously be in contact with all executive and legislative decision-makers, with a view to improving the situation of protection of citizens’ environmental rights.</p> <p>The position paper will reflect the opinions of the participating stakeholders on the current situation vis-à-vis environmental justice and will possibly offer revised procedure recommendations and amendments to pertinent legislation.</p> <p>The basic purpose of the position paper is to offer sound policy proposals that, bearing in mind current practices and budgetary allocations, will dispense solutions to resolve the current impasse by the creation of “green complaints” in the offices of the ombudsman supported by adequate human and financial resources.</p>
Scope of the work	
General description of the assignments	Preparation of position paper with included recommendations for improvement in the area
Tasks:	<ul style="list-style-type: none"> • Desk research and informative meetings with identified stakeholders, if needed • Regular coordination and updates to the project implementation team • Develop a content with the required fields of data (outputs) • Finalization and submitting final product – position paper • Submitting a report for the implemented activities during the engagement
Outputs/deliverables	<p>Position paper that will include the recommendations and conclusion from the implemented Capacity building workshops.</p> <p>The position paper will also include recommendations from meetings with CSO’s, Ombudsman office, state inspectorate, the Ministry for environmental protection and other relevant stakeholders.</p>
Logistics and timing	
Location	North Macedonia



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Start date	The expert will commence only after the approval of TA CRM team signing of the contract.																				
Implementation period	The expert must be independent and free from any conflict of interest. The assignment is to be implemented between 30 th October – 22 nd November 2023																				
Working days	<p>Up to 10 working days according to the Budget of Action 5. Other, 5.1 Preparation of policy paper</p> <table border="1"> <thead> <tr> <th>Deliverables/outputs</th> <th>WDs</th> </tr> </thead> <tbody> <tr> <td>Coordination meeting with the project team and preparation of plan</td> <td>0.5</td> </tr> <tr> <td>Desk research and informative meetings with stakeholders, if needed</td> <td>2.5</td> </tr> <tr> <td>Regular coordination and updates to the project implementation team</td> <td>1.0</td> </tr> <tr> <td>Developing draft of the position paper</td> <td>3.0</td> </tr> <tr> <td>Evaluation meeting with the project team with remarks for the draft</td> <td>0.5</td> </tr> <tr> <td>Finalization and submission of the position paper</td> <td>1.5</td> </tr> <tr> <td>Evaluation meeting with the project team for assessing successfulness of the program</td> <td>0.5</td> </tr> <tr> <td>Submission of final report</td> <td>0.5</td> </tr> <tr> <td>Total</td> <td>10</td> </tr> </tbody> </table>	Deliverables/outputs	WDs	Coordination meeting with the project team and preparation of plan	0.5	Desk research and informative meetings with stakeholders, if needed	2.5	Regular coordination and updates to the project implementation team	1.0	Developing draft of the position paper	3.0	Evaluation meeting with the project team with remarks for the draft	0.5	Finalization and submission of the position paper	1.5	Evaluation meeting with the project team for assessing successfulness of the program	0.5	Submission of final report	0.5	Total	10
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Expert profile and selection criteria																					
Qualifications and Skills	<ul style="list-style-type: none"> • University degree in environmental management, law, public administration, political sciences, social science, economics • Good knowledge of computer applications especially MS Office package; • Fluency in Macedonian language 																				
General professional experience	<ul style="list-style-type: none"> • Ability to go beyond established procedures and models and propose new approaches • Demonstrated skills of preparing position papers, documents and other knowledge products • Experience of working with non-governmental organizations and state institutions in the country 																				
Specific professional experience	<ul style="list-style-type: none"> • At least two previously developed position papers/similar outputs from the targeted or similar areas • Experience in the area of law (experience with environmental law will be considered as advantage) 																				



Evaluation criteria	The following grid will be conducted during the evaluation process:	
	Requirements	Score
	Qualification and Skills	20
	General professional experience	30
	Specific professional experience	50
	Total	100
Reporting		
Language	All reports and outputs must be delivered in Macedonian language	
Who can apply?	Legal entities and Experts	
How to apply?	<p>Legal entities must apply with portfolio and CV from the expert they plan to engage, proof of legal status, proposed methodology and financial offer.</p> <p>Experts need to apply with professional CV, portfolio (references from previous eligible experience), proposed methodology and financial offer.</p>	
Where and When to apply?	<p>Online on project@florozon.org.mk or contact@florozon.org.mk</p> <p>or</p> <p>By hand on the premises of CED Florozon on Str. Nikola Parapunov No. 41/102, 1000 Skopje</p> <p>Deadline for receiving offers is 25th October 2023</p>	

No. 0302/85-3

This activity is part of the project “GREEN COMPLAINT FOR ENVIRONMENTAL JUSTICE”, supported by the EU Civil Resilience Mechanism (CRM) within the framework of the EU funded project “Technical Assistance for improving the enabling environment for Civil Society Organisations in the Republic of North Macedonia”



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