



International Organization for Migration (IOM)
The UN Migration Agency

IOM MISSION IN UKRAINE

IOM Call for Expression of Interest ID#: UA-2023-12025 - “IMPLEMENTING PARTNERS SELECTION TO CONDUCT ACTIVITIES IN THE FRAMEWORK OF KOREAN-FUNDED PROJECT “PROMOTING COHESION IN CONFLICT-AFFECTED COMMUNITIES IN UKRAINE SUPPORTED WITH INCLUSIVE HOUSING SOLUTIONS.”

Terms of Reference

BACKGROUND

The escalation of war in Ukraine has triggered one of the largest humanitarian crises on record. With large-scale destruction of infrastructure, the needs for long-term and affordable housing among conflict-affected communities are expected to be immense in the short and medium to long-term. Furthermore, the extreme stress on social services and resources have increased the risk of tensions among war-affected communities.

To address conflict-affected populations’ need for long-term and affordable housing, IOM has developed a transitional approach that focuses on remodeling government buildings into apartment buildings, building apartments using a modular pre-fabrication approach, and repairing affected apartments and houses.

To ensure sustainability of the intervention and avoid the unintentional segregation of IDPs and non- IDPs, IOM aims to integrate housing solutions in the urban planning and development programs of 12 municipalities in West and Central Ukraine targeted by IOM’s ongoing housing programming. The project also seeks to build trust amongst community members and authorities by promoting constructive inter-group action through community-driven initiatives. IOM thereby aims to help prevent and mitigate tensions between IDPs and the host communities where housing solutions are implemented.

OBJECTIVE

The main goal of this Expression of Interest is to pre-select implementing partner(s) from among qualified NGOs to facilitate the further implementation of an IOM project. The project aims to promote cohesion in conflict-affected communities, where transitional housing interventions are implemented through community-driven initiatives.

PROPOSED INTERVENTIONS:

3.1 Social cohesion component

The total number of trainings under the project is 48 three- or two-day trainings in 6 target regions of Ukraine (**4 trainings per community**, exact locations will be informed to the selected Implementing Partner at later stage). NGOs have to submit the Project and Budget Proposal for all 6 regions altogether but shall submit separate Budgets for different regions.).

One training should accommodate up to 25 participants. The duration of each training shall be three or two days depending on the thematic content of each training.

The period when it’s necessary to conduct trainings in 12 communities: no more than three months after the Project Implementation Agreement’s signing. Please note that it is necessary to start conduction of trainings just after signing the Implementing Partner’s Agreement. The Proponent shall envisage simultaneous (parallel) trainings conduction in different locations within the same timeline, if needed.

The period to follow up social cohesion projects (after the trainings) and information sharing about the project components at the community and region levels – till December 15, 2023.

Mentioned schedule is tentative and can be changed.

Project participants: Community Support Groups (CSGs), comprising of IDPs, national minorities, people with disabilities and host community members and others. The breakdown of the participants should be the following at

minimum: IDPs (>30%), host community members (>30%), local stakeholders and local authorities (>10%).

Project contents:

- 1) **Trainings for Community Support Groups members on social cohesion, inclusion of all community members: internally displaced persons, national minorities, people with disabilities etc., project activities, community development and community revitalization.** Trainings are held by two trainers with relevant experience in community development, including (but not limited to) the following topics: "Social cohesion", "Outreach of all community group members, socially vulnerable, marginalized persons", "Project design, proposal and applications", "Communications plan developing", "Dialogue", "Conflict mitigation", "Gender equality and Non-discrimination", "Carrying out community-based needs assessments", "Advocacy tools", "Fundraising tools", "Good governance", "Inclusive neighborhood revitalization" etc. As a result of the training, the Community Support Groups shall obtain skills they need to effect change within their communities, namely:
 - a. Community Support Group acts as a solid formation and works towards the common goal on social cohesion plan development;
 - b. Community Support Group members obtained skills on the project development and project management;
 - c. Community Support Group members demonstrate increased knowledge on the following topics (not limited to): "Social cohesion", "Outreach of all community group members, socially vulnerable, marginalized persons", "Project design, proposal and applications", "Communications plan developing", "Dialogue", "Conflict mitigation", "Gender equality and Non-discrimination", "Carrying out community-based needs assessments", "Advocacy tools", "Fundraising tools" etc.
 - d. Community Support Group has a vast understanding of Inclusive neighborhood revitalization, including its methods, tools, guidelines, best practices and other.
 - e. Community Support Group provided a well-developed SMART and gender-sensitive social cohesion plan, that ensures outreach of all community members and clearly states activities aimed at social and cultural development of the community, reintegration of IDPs and inclusion of vulnerable populations.

Organizations shall submit detailed schedule, agenda and training content together with project proposal. The training content should include the methods, tools, interactive exercises, role-plays etc. Each tool proposed should be accompanied with objective and planned outcomes. Duration of the **training should be either 3 or 2 days.**

The rent of the premises is not envisaged in the budget, since the trainings will be conducted in the premises, based on social infrastructure objects in communities, provided free of charge. Training participants should be served a lunch (sandwiches are possible in remoted areas) and two coffee-breaks (one coffee-break plus in the morning and standard coffee-break after lunch) every day. Coffee-break and lunch should be organized in a specially allocated space (when possible), separate from the training venue. The lunch should include options for vegetarians. It is also necessary to envisage enough potable water for participants for the whole day, which shall be available starting from the very morning (normally 1 liter of water per person per day). One logistics assistant shall be present at the training for support and organizational purposes.

IOM representative will join trainings in communities for monitoring purposes.

- 2) **Development of proposals (social cohesion plans).** After the training, participants work for up to 2 weeks, together with trainers on the social cohesion plan and budget development. The result of the work will be a proposal with the detailed list of activities to be implemented under the project as well as proper justification, according to the standard IOM form provided. Trainers shall work in close cooperation with the Community Support Group and provide their inputs on improvement. This proposal will be a final request to IOM for a grant. Evaluation of the proposals will be carried out by IOM Project Committee.
- 3) **Decision making and grant size.** IOM Project Committee makes decision on grant awarding or provides their recommendations for the Community Support Group members on social cohesion plan improvement. Please note that the exact size of grant will depend on the activities proposed by initiative group members and listed in the social cohesion plan, their overall quality and conformity with project objectives.
- 4) **Purchase of equipment and materials for social cohesion events conduction:** IOM purchases necessary equipment, materials, according to IOM standards and requirements, including those of tender procedures. Purchased assets will be transferred to communities by IOM. Low-cost items from the budget will be ordered by Community Support Group in local vendors (when possible) and procured by IOM.
- 5) **Support of communities (case management):**

Support of communities involves telephone, e-mail and personal contact/field visits on the regular basis till December 15, 2023. Monitoring visits shall be conducted at least once per two months to each community with a purpose of monitoring social cohesion events conduction.

Report on community support shall be submitted monthly in the form of journal of consultations and monitoring visit form.

6) Information sharing about the project at community and region levels

Implementing Partner shall develop and approve with IOM information sharing strategy and tools to be used by the end of the project.

3.2 Local revitalization component

1. Consultation process:

To identify the priorities of each community, the IP will organize 2 rounds of local consultations in each of the 12 targeted communities (24 consultations in total) with the following breakdown of participants: IDPs (>25%), host community members (>25%), local stakeholders and local authorities, during which the above-mentioned groups of people will have a chance to discuss the revitalization needs and priorities of their community jointly. The venue for the consultation should be an object of the community's social infrastructure, e.g. social hub, library, town hall or other. Each consultation should envision a coffee break. As a result of each round of consultations, the community should agree on a revitalization object. Facilitator should ensure that the vulnerable population has the opportunity to contribute to the discussion and voice their priorities. The revitalization objects should serve the common good and be in public use.

2. Participants of revitalization activities:

The selection of beneficiaries will be based on a community outreach activities and call for applications and will target IDPs (>40%) and community members (>40%) in the areas of project implementation. Priority will be given to vulnerable IDPs and community members who are unemployed or under-employed, persons living with disabilities when possible, single-heads of household, veterans who have re-entered civilian life, women, and members of large families.

3. Implementation of activities:

Based on each round of consultations, one revitalization initiative will be selected and implemented. When feasible, the initiatives will be implemented through DSA for the project participants or short-term employment with the IP for highly motivated beneficiaries to join the community of professional volunteers. Revitalization activities will consider international standards and national legislation and agreed age limits. Rates will be in the local currency and should be set below the market rate of the activity to be undertaken. Rates will be set slightly below the market rate to foster self-selection as the people most in need will volunteer while others will not leave local businesses to participate in the activities. The duration of the activities will be relatively short and the number of participants high so as to not compete against the local economy. The frequency of payment will be more often than normal monthly salaries so as to assist beneficiaries with meeting their basic needs and will be determined as per output or per time frame based on the activity undertaken.

Relevant measures and actions will be taken for the safety and welfare of beneficiaries, including through the use of protective clothing, dissemination of clear safety guidelines, and designing the activities in high-risk areas in coordination with the security officers and the local community leaders; having emergency plans in place to reduce the effect of accidents; the use of engagement letters declaring that beneficiaries are responsible for their own safety; and insuring beneficiaries against work-related injuries.

OUTPUTS:

Output 1: Implementation of trainings (up to 3 months), including follow-up support in implementation of social cohesion plans (4 months)

Output 2: Implementation of community revitalization (4 months)

PROPOSED TIMELINE:

The duration of all activities will be no more than 8 months (tentatively May-December 2023). By this time, the organization should conduct the agreed number of training sessions during the specified period in the specified locations, provide assistance in development of social cohesion plans, follow-up activities, organize and implement local revitalization projects, information sharing about the project and provide narrative and financial reports. Requirements to narrative and financial reports will be set in the Implementation Agreement.

TARGET LOCATIONS

Zakarpatska, Lvivska, Kyivska, Vinnytska, Chernivetska and Ivano-Frankivska Oblasts in Ukraine. IOM reserves the right to amend the list of locations based on the security considerations, Donor's requirements and any other factors that may change during project implementation.

PARTNERSHIPS AND COLLABORATION

For the purpose of pre-qualification and to be able to further implement assigned activities, the prospective Implementing Partner should have solid network of reliable partnerships, as well as proven successful collaboration with the following stakeholders:

- Official entities, supervising the areas of potential humanitarian interventions – to ensure actual data on needs and access to beneficiaries (whether at HH, institutional or community level);
- Local authorities – to ensure needs assessment and verification of actuality of this data; receiving lists of potential beneficiaries; coordinate presence in the field during assessment and monitoring visits; get support at the local level for potential implementation.
- Local community leaders – to facilitate targeted assistance, identifying and lobbying to address the dire needs of the most vulnerable in first place, involving local community leaders in monitoring of implementation process to minimize social tension inside community.
- Humanitarian actors, present operational or impactful in the area, including UN Agencies, ICRC, Clusters, international organizations, and local NGOs – to coordinate humanitarian assistance, enhance the joint impact and avoid overlapping.

QUALIFICATION AND EXPERIENCE

Proponents should meet requirement as per Chapter 9. "Eligible Proponents" in Call for Expression of Interest document. Potential Implementing Partners are supposed to demonstrate deep understanding of methodology to implement project activities. It is expected that pre-qualified IPs would majorly identify the needs per activity and obtain the access to the areas and benefitting entities/HHs for further implementation of activities.

PROJECT BUDGET

Applicant to provide detailed budget of direct costs (Annex 11). Proponents should provide one budget including activities in all requested locations

DATA, MATERIALS, AND/OR RESOURCES

IOM will provide:

- methodological assistance on trainings conduction
- financial reporting requirements
- provide reporting forms.
- provide handouts for trainings (folders, pens, badges, notebooks, banners) and Certificates of Completion

SUBMISSION OF THE PROJECT PROPOSAL

Please refer to Section 14 "Expression of Interest submission guidelines" in Call for Expression of Interest document

PLACE AND DEADLINE FOR SUBMISSION OF THE PROJECT

Please refer to Section 1 "Timeline" and Section 14 "Expression of Interest submission guidelines" in Call for Expression of Interest document