



This project is funded
by the European Union



Terms of Reference for National Consultancy

Consultancy required - Preparation of the Second Report on Monitoring the Implementation of the National Disability Action Plan from the Perspective of People with Disability and their Family Members

May 2020

Service title	Consultancy required on preparation of the second ¹ report on monitoring of implementation of the National Disability Action Plan 2016 -2020 (NDAP) from the Perspective of People with Disability and their Family Members.
Location/Country	Albania (Lezha, Korca, Dibra, Berat)
Organization	Albanian Disability Rights Foundation (ADRF), World Vision Albania (WVA) and Association Defending the Rights for Persons with Disabilities (MEDPAK)
Time frame duration	July – September 2020 (15 working days)
Contract start date	1 July 2020
Deadline for submission of deliverables	* <i>Data processing and analysis – within 15 August 2020</i> * <i>Report drafting, consulted within partners, agreed and finalized with findings and recommendations – within 15 September 2020</i>

Background information

The 3-years action “**Increasing Civil Society Organizations’ Capacities for Mainstreaming the Rights of People with Disabilities in Albania**” is being financed by the European Union (EU). The action will be implemented by World Vision Albania as lead organization and Albanian Disability Rights Foundation (ADRF) and the Association Defending the Rights for Persons with Disabilities (MEDPAK).

The action aims to support advocacy efforts in monitoring of public policies related to mainstreaming rights of people with disabilities and capacity building for local CSOs and disabled people organizations (DPOs) in the areas of Korca, Berat, Dibra and Lezha.

¹ the first monitoring report of NDAP (2016-2020) from the Perspective of People with Disability and their Family Members was launched on April 2019, as part of the implementation of the project “Increasing Civil Society Organizations’ Capacities for Mainstreaming the Rights of People with Disabilities in Albania”.

The action foreseen interventions at three different levels: (a) mobilizes CSOs, PwDs and their communities to engage into networking and advocacy to influence disability policy framework; (b) monitors implementation of National Plan for People with Disabilities (2016-2020) and (c) engages local networks in dialogue with central government on the status of NDAP implementation, creating synergy between the national and grass root level advocacy.

Thus, this action will improve effectiveness of disability policy framework and enhance rights of people with disabilities through strengthening and mobilizing CSO and PwDs as drivers of change. Moreover, it will create new approaches to increase transparency and improve implementation of National Plan for People with Disabilities at local and national level.

Purpose of the Service

In the framework of Action Work package 2 “Established mechanism for monitoring of implementation of the NDAP at local and national level and used effectively by CSOs” one of the activities planned to be implemented is: **Drafting the second report on monitoring the implementation of NDAP from the Perspective of People with Disability and their Family Members. The report will be consulted within partners, agreed with findings and recommendations.**

The second monitoring report of NDAP will be drafted according to the Protocol of the study -Index² monitoring measurements designed and approved for the baseline NDAP monitoring report, prepared during the year 2019. Therefore study Methodology and Data collection instruments are already in place. The second monitoring report should follow the same data analysis and reporting approach to assess if there are any changes from last year of implementation. The study will take into consideration gender issues that affect people and families with members with disabilities.

Report consulted within partners, will be delivered, informing the NDAP implementation situation so far and informing advocacy initiatives. The report will include a set of recommendations which will serve to the national government units responsible for NDAP implementation.

For this reason we are looking for an **expert** to engage and work in close consultation with ADRF and project partners World Vision and MEDPAK, in performing following tasks:

- Review methodology of baseline monitoring of NDAP (2016 -2020) report and get familiar with the approach and methodology;
- Provide consultation and orientation for experts who will organize training on the study methodology and data collection with the local disability network in four project targeted areas and 4 round tables for the validation of the preliminary findings of the second monitoring report of NDAP (2016-2020);
- Data processing and analysis related to the second monitoring report of NDAP (2016-2020) (comparing results with baseline data);
- Report writing (includes drafting, consulting with partners and agreed/ finalized with findings and recommendations).

² **Index-monitoring tool for NDAP² implementation:** The level of implementation of NDAP will be external monitored an Index monitoring tool based on the eight priority areas:

1. Accessibility (including physical accessibility and access to information),
2. Equality,
3. Employment and Vocational Education and Training (VET),
4. Education,
5. Social care,
6. Health care,
7. Participation in political and public life (including cultural and sports activities),
8. Promotion of collaboration, coordination, and monitoring and evaluation.

The purpose of the Index will be three-fold:

- (i) to be used as a tool for measuring the level of implementation of NDAP;
- (ii) to be used for monitoring purposes on behalf of the CSOs after the project ends;
- (ii) to serve as evidence to support advocacy initiatives at local and national level, based on its findings and analysis.

Responsibilities of the Contracted Experts:

- Review methodology of baseline monitoring of NDAP and get familiar with the approach and methodology;
- Provide consultation and orientation for experts who will organize training on the study methodology and data collection with the local disability network in four project targeted areas and 4 round tables for the validation of the preliminary findings of the second monitoring report of NDAP (2016-2020);
- Data processing and analysis related to the second monitoring report of NDAP;
- Deliver the report (maximum 50 pages) with findings and recommendations and a summary of the report (maximum 10 pages) within 15 September 2020.

Deliverables

- Review of methodology of baseline monitoring of NDAP (2016-2020);
- Initial meeting of expert with ADRF, WVVA and MEDPAK to discuss/ clarify the deliverables and expectations;
- Provide consultation and orientation of experts who will organize training on the study methodology and data collection with the local disability network in four project targeted areas and 4 round tables for the validation of the preliminary findings of the second monitoring report of NDAP (2016-2020);
- Prepare draft report with preliminary findings, conclusions and recommendations from the data collected through the index monitoring tools/questionnaires;
- Deliver a summary of the report (maximum 10 pages) and the final report (maximum 50 pages) with findings and recommendations.

Proposal/ Documents and expert criteria required for submission:

1. Please submit the following documents:

- An expression of interest for the consultancy;
- CV highlighting the expertise on the field;
- The consultancy fee in total and divided per working days, including all applicable taxes.

2. Criteria for selection of external consultancy

- Degree in social sciences, public administration, law or similar;
- Experience in the disability field or similar, minimum of 5 years;
- Proved expertise in similar consultancy, in monitoring implementation of national plan for vulnerable groups;
- Logistical and planning skills, ability to facilitate, communicate and negotiate with a broad range of stakeholders;
- Excellent communication skills and good writing skills in English.

Application procedure:

Questions/requests should be made to the following e-mail address:

ADRF e-mail address: adrf@albmail.com

The deadline for submission of applications is 14.05.2020 (Thursday), Hrs. 17:00. Applications should be sent in a sealed envelope or can be sent by e-mail to the following address:

**Fondacioni Shqiptar për të Drejtat e Personave me Aftësi të Kufizuara,
Rruga Bogdani, Nr 1. Tirane
E-mail: adrf@albmail.com**