

Call for expert to guide and advise the implementation of a regional comparison model for the CSO Meter

TERMS OF REFERENCES

Background

ECNL together with local partners, are leading the [CSO Meter: A Compass to Conducive Environment and CSO Empowerment](#) in the Eastern Partnership (EaP) countries. The [CSO Meter](#) is the first ever tool developed for the region by the CSOs to support the regular and consistent monitoring of the CSO environment. It consists of a set of standards and indicators in 10 different areas that measure both law and practice. It was developed based on a review of international standards and best regulatory practices to address the needs and emerging trends in the region.

In 2020, ECNL launched work towards **introducing a comparison model** in the CSO Meter methodology that will enable comparison between the different areas of the enabling environment across the EaP countries and between years. ECNL worked with a methodology expert for the selection and development of the model. As a result, ECNL prepared a brief of how the model should look like with the key steps to be undertaken in 2021. We will provide the document upon request by the interested parties.

Purpose of the assignment

ECNL seeks a consultant (it can be both an individual or an organization) to implement all the necessary steps for development of the scoring model. Based on the work from 2020, the consultant (methodology expert), in coordination and consultation with ECNL, will engage in the **development of the comparative measurement** for the CSO Meter which will consist of two main phases. In the first phase, an overall plan for introducing the scoring model will be agreed. The consultant will be responsible for the development of the measuring instrument (structured questionnaire) and all related documents for its implementation. In parallel, the consultant will work on updating the existing data collection process, clearly describing the process of analysis, verification and scoring (who collects, writes and scores; when etc.), including guidance to partners. The consultant will also statistically test the results of the developed instrument and decide on the process of weighting and finalizing the questionnaire based on this. The second phase will take place upon the implementation of the model, the consultant will prepare and carry out an assessment and adjust the scoring model if needed.

Scope of work:

- a. Provide overall plan, guidance and opinion on the necessary steps to be undertaken and after consultations with ECNL to implement the model.
- b. Implement the following activities from the two phases described above together with ECNL and the partners:

Phase one:

- i. Co-design the measurement tool (questionnaire with scales) and all related documents that will guide the process of scoring.
- ii. Plan and support the process of testing the measurement tool (sampling, implementation details of the tool etc).
- iii. Plan and prepare the process of data collection, analysis, verification and scoring (review of existing data collection and analysis process and instruments and adjustment; new guidance document for implementation of the methodology; how the scores and data will be verified on country level and details concerning the process of scoring will be done).
- iv. Lead a session at a consultative online meeting with the CSO Meter Hub.
- v. Adjust and refine the final version of the measurement tool based on testing results and CSO Meter Hub feedback.

Phase two:

- vi. Attend necessary online meetings; and be available for further consultations.
- vii. Support the assessment and revision of the model (if needed) after 2021.
- viii. Additional support to ECNL that is relevant for timely implementation of the model.

Outputs:

1. Final plan with steps to introduce the comparison model (to build up on the plan developed in 2020, which includes the two main phases described in the *Purpose of the assignment*).
2. Measurement tool (questionnaire with scales) and all supporting documents.
3. Comprehensive guidance document for implementation of the scoring model.
4. Proposal for necessary assessment/revision of the model.
5. PPT and other materials to facilitate a session at 1 online consultative meeting.

Period of implementation:

Under the assignment, up to 24 expert days are planned during the period of May 17, 2021– June 30, 2022.

This Call for Methodology Expert is published within the framework of the Action “CSO Meter: A Compass to Conducive Environment and CSO Empowerment”, implemented with the financial support of the European Union. The Project is implemented by the European Center for Not-for-Profit Law Stichting (ECNL) and its partners: Transparency International Anticorruption Center in Armenia; MG Consulting LLC in Azerbaijan; Assembly of Pro-Democratic NGOs in collaboration with Legal Transformation Center in Belarus; Civil Society Institute in Georgia; Promo-LEX Association in Moldova; and the Ukrainian Center for Independent Political Research (UCIPR).

Required qualification, skills and experience:

- University degree in social sciences or other relevant area.
- Excellent research skills (quantitative and qualitative) preferably in the field of civil society or other related areas.
- Fluency in English is required.
- At least 5 years of professional experience in researching the field of civil society or other related areas.
- Developed and/or co-developed assessment methodologies.

Documents to be submitted:

- CV.
- Offer, including:
 - Daily rate and division of the planned days between the different outputs listed above.
 - Previous experience in developing assessment methodologies and indexes with examples of work (methodology notes, publications, reports, etc.).
 - References (at least 2 contact details).

Deadline: 12 May 2021

Please submit the requested documents by May 12 at boglarka@ecnl.org.

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