



TERMS OF REFERENCE

for Selection of a Consultant/Group of Consultants for Adjusting the Existing
“Mapping of International and Regional Recommendations”
to the Needs of the Project “Civic Engagement for Democratic Governance and Social Cohesion”

Context

During October 2025 – December 2028 East Europe Foundation (EEF) is implementing the project “Civic Engagement for Democratic Governance and Social Cohesion”, funded by Norway. The action is a multi-year program focused on strengthening the role of civil society in advancing gender equality, inclusion, and social cohesion. The project supports, inter alia, five thematic civil society platforms and promotes meaningful civic participation and dialogue between citizens and public authorities. Previously, EEF conducted a mapping of international and regional human rights recommendations related to equality and inclusion. With the launch of the Norway funded project, EEF seeks to adjust and update the existing mapping so that it directly reflects the most recent recommendations and covers all the vulnerable groups represented by the civil society platforms. The adjusted mapping will support the targeted CSO platforms to design comprehensive advocacy plans for the upcoming three years.

Objective

The objective of this consultancy is to review and update the existing mapping document in line with the thematic groups covered by the supported civil society platforms.

Scope of work, duties and responsibilities

The Consultant will undertake the following tasks:

- Adjust the existing analysis of the relevant documents at the national level, including the reports drawn up by the national authorities regarding the progress in the implementation of the recommendations in the field of gender equality and inclusion (youth, Roma, people with disabilities, older people, LGBTQ+, other marginalised groups).
- Discussions with national authorities and civil society to identify legislative amendments in the field of field of gender equality and inclusion (youth, Roma, people with disabilities, older people, LGBTQ+).
- If newly appeared, identifying the amendments that need to be initiated by the national authorities.
- Adjust the existing mapping of recommendations referring to the improvement of the legal and policy framework, issued during the last three years by (i) treaty based bodies (such as CESCR, HRC, CEDAW, CAT, CRC, CERD, CRPD, GREVIO, CSW); (ii) Charter-based Bodies (such as Universal Periodic Review, special procedures of the Human Rights Council); (iii) Regional Human Rights Bodies (such as the European Committee on Social Rights, ECRI, CPT, relevant judgments of the ECHR against Moldova, as well as recommendations pursuant to the EU - Moldova Human Rights Dialogue and EU-Moldova accession negotiations).
- For each recommendation the consultant will adjust the previous mapping of specific legal amendments drafted during the last three years and pending approval of national authorities. If recommendations were not followed by specific legal initiatives, the document will indicate the responsible national authorities and the timeframe for implementation.

The Project “Civic Engagement for Democratic Governance and Social Cohesion” is funded by Norway and is implemented by East Europe Foundation.



- A final section of the document will list the main recommendations for key stakeholders concerned.
- The document will reveal the responsible national authorities and specific legislative or policy changes that should be initiated and/or approved by national authorities in compliance with international recommendations and commitments in the area of gender equality and inclusion (youth, Roma, people with disabilities, elderly, LGBTQ+).

Deliverables and Timeline

1. Draft Adjusted Mapping (7 working days) by December 01, 2025.
2. Analytical Summary Report on main updates (2 working days) by December 04, 2025
3. Validation Workshop (2 working days) by December 08, 2025.
4. Final Mapping and Report – approved version (3 working days) by December 12, 2025.

Methodology

The consultant will use the existing mapping as a base, applying a comparative and analytical approach to ensure alignment with the Norway funded project. Updates must rely on official public sources and be presented in both Excel and Word formats.

Organizational aspects

The contractor will work under the direct supervision of the Development, Monitoring and Evaluation Director of the East Europe Foundation. The contractor will work outside the office of the East Europe Foundation.

Financial offer requirements

The bidder will prepare the financial offer based on the number of days needed to make each product. The offer will be expressed in EUR and will contain the gross amount, including VAT.

Contract duration

The consultant will develop the deliverable by beginning of December (up to 15 working days).

Requirements

- University studies in the field of law, human rights, social sciences or another relevant field.
- At least three years of experience in the field of legislation analysis.
- Minimum three years of work experience in the field of gender equality and inclusion (youth, Roma, people with disabilities, elderly, LGBTQ+).
- Demonstrated analytical skills.
- Knowledge of English and Romanian.
- In the case of people with similar knowledge and skills, priority will be given to candidates from under-represented groups (women, people with disabilities, people of Roma ethnicity, ethnic minorities). This is a temporary special measure.

Application package

The Project “Civic Engagement for Democratic Governance and Social Cohesion” is funded by Norway and is implemented by East Europe Foundation.



The applicant should submit the following documents:

- CV reflecting the relevant experience of the applicant with at least 3 references.
- Examples of similar tasks performed by the applicant, if applicable.
- Short methodological note explaining the approach to the tasks to be accomplished.
- Detailed budget for the deliverables in EUR (total price, daily fee).

Selection criteria

- Qualifications and experience of the applicant in the field (40%).
- The quality of methodological note (30%).
- The financial offer (30%).

Submission

The deadline for submissions is **November 09, 2025**.

The application should be sent to the following e-mail address: concurs@eef.md with “Consultant mapping amendments” in the subject line.

All questions regarding this task shall be addressed in written to Andrei Brighidin, EEF Director for Development, Monitoring and Evaluation, at andrei.brighidin@eef.md.

For more information about East Europe Foundation, please access www.eef.md. Only selected applicants will be contacted. Incomplete applications will not be reviewed.