

**REQUEST FOR EXPRESSION OF INTEREST (EOI) FROM
CIVIL SOCIETY ORGANIZATIONS (CSOs)
TO SUPPORT THE INTER-AGENCY COORDINATIONAL COUNCIL
ON JUSTICE FOR CHILDREN IN IMPLEMENTATION OF
JUSTICE FOR CHILDREN PROGRAMME
EOI NO. UKR/CP/EOI/2018/4 DATED: 28.12.2018**

Over the past years, UNICEF Ukraine has been supporting the Government of Ukraine in enhancing the Justice for Children system in Ukraine and focusing on alternatives to incarceration, restorative justice and prevention among children.

Taking into account that achieving sustainable and durable results in Justice for Children sphere is possible only through multidisciplinary approach and inter-agency cooperation, UNICEF supports the Inter-Agency Co-ordinational Council on Justice for Children (ICCJC)¹ (established by the Government of Ukraine with the support of UNICEF in 2017). It ensures coordination among key state and non-state stakeholders in development of policies and practices targeted at strengthening position of children in justice system.

With this call for expression of interest, UNICEF invites national CSOs to submit an expression of interest for participation in this call. The programme might include the following activities:

1. Enhancing inter-ministerial cooperation via Inter-Agency Co-ordinational Council on Justice for Children

To support the work of the ICCJC and its working groups, it is proposed to establish a team of experts, including an Advisor to the Head of the ICCJC and three experts on Justice for Children. Terms of References will be set and selection of experts will be done by UNICEF and the Head of the ICCJC.

The team will ensure support to implementation of the ICCJC work plan including but not restricted to the following tasks:

1. Development/revision of legislation and regulatory framework for Justice for Children including finalization of the draft Law on Justice for Children; development of an Action Plan on the National Strategy on Reforming Justice for Children (adopted by the Government in December 2018).
2. Strengthening application of restorative justice, including mediation for children in conflict with the law.
3. Improvement of national data collection and processing system in the sphere of Justice for Children and its harmonization with international standards.

¹ Inter-Agency Co-ordinational Council on Justice for Children is chaired by the First Deputy Minister of Justice and includes high-level representatives of the Ministry of Justice, Ministry of Youth and Sport, Ministry of Internal Affairs, Ministry of Education and Science, National Police, Commissioner of the President of Ukraine for Children's Rights, Parliament Commissioner for Human Rights, Non-Discrimination and Gender Equality, Prosecutor General's office and other stakeholders as well as representatives of the civil society and international organizations. More information can be found here - <https://minjust.gov.ua/inccojj>.

4. Strengthening the capacity building of professionals mandated to work with children in contact with the law (judges, prosecutors, advocates, police officers, probation and social workers and others) including the development of the unified standards of training.

2. Mediation for Children in conflict with the law.

It is planned, that this component will be implemented based on the Free Legal Aid system and will be guided by the Inter-Agency Order on Pilot project on Mediation for Children in Conflict with the Law.

The component envisages provision of mediation services to children and, if necessary during mediation process, services of other professionals. Additional training for mediators and provision of expert support might be organized.

3. Advocacy of the J4C

The programme needs strong advocacy component. Thus, it may include different public events (including round tables, conferences, briefings), building of partnerships, development of various informational materials and other activities.

The final terms of completion of the tasks will be set according to the ICCJC work plan and approved by UNICEF and the Head of the ICCJC.

The above activities are to be supported by an administrative component. Administrative team may include a Project Manager (strong experience in the sphere of Justice and Human Rights would be an asset, candidacy is to be approved by UNICEF), Assistant (candidacy is to be approved by UNICEF) and Accountant. CVs of proposed candidacies are to be attached.

Geographical scope

1. For Activities 1 and 3 – nationwide.
2. For Activity 2: Lviv, Kharkiv, Odesa, Mykolaiv oblasts and GCA of Donetsk and Lugansk oblasts.

Duration: up to 12 months.

Application process:

In this regard, expressions of interests (EOI) are solicited from national CSOs having relevant expertise and experience as per the above referred to scope of work on partnership basis.

Interested CSOs are requested to submit:

- I. signed EOI letter (attached as Annex-1);
- II. completed EOI form (attached as Annex-2);
- III. copy of the registration certificate and brief description of how the project will operate in the target geographic locations;
- IV. copy of the latest organizational audit report and copy of the balance sheet for 2017 and 2018;
- V. copy of the Charter and of the Organization chart.

Please note that this is not a request for proposals. Only CSOs with experience in similar assignments and with relevant experienced staff, and providing the above requested information would be considered for pre-qualification and may be subsequently invited for

proposals. UNICEF is under no obligation to invite any CSO that has responded to this Expression of Interest to participate in the submission of proposal. UNICEF reserves the right to accept or reject any or all EOI without assigning the reason.

Completed EOI forms (attached as *Annexes 1 and 2*) along with the above listed documents should be submitted:

- by **post** with the subject clearly marked “Request for Expression of Interest to support the ICCJC in implementation of Justice for Children programme” to Anna Omelchuk, Child Protection Officer, address: UNICEF Office, 28 Instytutska Street, Kyiv, Ukraine **and**

- by **e-mail** to aomelchuk@unicef.org before 20 January 2019 at 17:00 Kyiv time.

Should you have further queries regarding EOI, do not hesitate to write to the above-mentioned contact.

Potential partners will be evaluated based on their prior results, comparative advantage and convergence of programmes with UNICEF needs. Specifically, concept notes will be evaluated against the following criteria:

Selection Criteria	Proposal relevance, quality and coherence (40%)	Includes review of the proposed programme: <ul style="list-style-type: none"> • relevance of proposal to achieving expected results; • innovative approach; • adequacy and clarity of proposed budget (including contribution by CSO).
	Institutional capacity and sustainability (55%)	Includes a review of the CSO: <ul style="list-style-type: none"> • expertise and experience in the sector/area; • local experience, presence and community relations; • management ability; • experience working with UN/UNICEF; • mobilize partnerships around awareness of children’s issues; • knowledge & innovative approach.
	Other (5%)	<ul style="list-style-type: none"> • Replicability / scalability / multiplier; • visibility; • geographic coverage.

Annex - 1: Expression of interest

To:

**United Nations Children's Fund
Instytutska Street, 28, 01021, Kyiv
Ukraine.**

Dear Sir/Madam,

We, the undersigned, would like to express our organization's interest in participation in pre-selection to support the Inter-Agency Coordinational Council on Justice for Children in implementation of Justice for Children programme on partnership basis in accordance with UNICEF's Expression of Interest No. UKR/CP/EOI/2018/4 dated 28/12/2018. We are hereby submitting our EOI containing the following documents:

- (i) completed EOI Form;
- (ii) copy of the registration certificate of the organization;
- (iii) copy of the latest organizational audit report and balance sheet;
- (iv) copy of the Charter and of the Organization chart;
- (v) other documents (please list as applicable)

We understand that this expression of interest does not entail any commitment on the part of UNICEF.

Yours faithfully

Authorized Signatory:
Name and Title of Signatory:
Name of CSO:
Address

Annex - 2: EOI Form

a. General Information:

1.	Name of CSO	
2.	Registration No. and status of organization in Ukraine <i>(Attach copy of registration certificate from the relevant government agency)</i>	
3	Date of Establishment	
4	Working in Ukraine since	
5	Physical Address, e-mail and web site	
6	Contact Person (principal): Name: Designation: e-mail: Tel:	
7	Contact Person (alternate): Name: Designation: e-mail: Tel:	

b. Organizational Profile (maximum 3 paragraphs).

Additional / complementary information may be attached to this form as annex.

c. Technical capacity and experience relevant to the implementation of the project:

- (i) Please provide a brief description of your organization's technical capacity to implement this project (maximum 2 paragraphs).
- (ii) Please provide a brief description of related projects implemented by your organization in Ukraine during the last five years, as per below format:

Project name	
Name (s) of the target oblasts/rayons	
Project budget	
Project duration	
Summary of activities	
Number of beneficiaries	
Donor/sponsoring agency	
Contact details of donor's/sponsor agency's focal point (Name, designation, e-mail and tel.)	

d. Information specific to the programme on Justice for Children:

- (i) Please provide a note on your organization’s comparative advantage for partnership for this project (maximum of 2 paragraphs).
- (ii) Please propose the key activities for achieving the objectives; results of the project; and indicative budget² (as per example) based on the proposed activities:

Activity 1				
Description				
Relevant result/s statement	Performance indicator/s	Baseline	Target	Means of verification
Result 1				
Result 2,3...				
Budget ²				
Activity 2,3...				
Description				
Relevant result/s statement	Performance indicator/s	Baseline	Target	Means of verification
Result 1				
Budget ²				
Total Budget				
CSO contribution				

- (iii) Proposed implementation modality (maximum of 2 paragraphs).
- (iv) Proposed plan for Advocacy component.
- (v) Please briefly address how the project will (maximum of 2 paragraph):
 - a. Address gender sensitive implementation (contributing to gender equality).
 - b. Facilitate open and equal participation of children with special needs.
 - c. Enhance sustainability of the results beyond the completion of the project.

e. Other relevant information.

Additional / complementary information can be attached as Annex.

² Indicative budget (in USD excluding VAT, as per example) including cost of implementation of the proposed activities; project support cost (including staffing etc.); other costs if any; CSO contribution (this should be provided as a percentage of the total project value; note that to enter into a Partnership arrangement with UNICEF a CSO is required to make a meaningful contribution to the project cost).