



This project is co-funded by the European Union

Background

Stronger Civil Society for Stronger Accountability on Child Rights in Türkiye: Improving Monitoring, Engagement and Advocacy at Central and Local Levels (short name - Accountability for Children Advocacy for Rights (ACAR)) Project. The Project is conducted under the EU Civil Society Facility and Media Programme, within the scope of Instrument for Pre-Accession Assistance III, by UNICEF Türkiye with co-funding of the European Union (EU) Delegation to Türkiye.

The Project aims to contribute to the advancement of child rights in Türkiye for improved wellbeing of all children by creating the space for dialogue on child rights through empowering the civil society organizations in better liaising with national institutions and monitoring the realization of child rights, influencing policymaking.

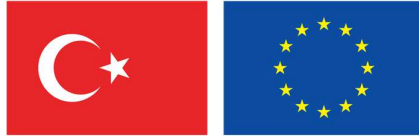
To achieve this aim, a Collaboration Program on Knowledge Generation and Monitoring with CSOs working in the field of child rights will be implemented to collaborate with and through this, enhance the capacities of child rights CSOs on monitoring, engagement, and advocacy for children rights.

This Program will be conducted through a consultancy modality for undertaking activities defined below.

This guidebook is prepared to provide relevant information to be considered during applications.

Who can apply?

- Organizations registered in line with the relevant national legislation: CSOs with legal personality, Non-profit organizations, Bars and Associations, Foundations, Universities/Research Institutes primarily working in the field of child rights, and non-profit cooperatives.
- A CSO will be selected only if it has proven capacity to deliver the proposed activity. UNICEF will assess the CSO's capacity per UNICEF policies, rules, and regulations, primarily in line with the requirements set in the ToR.
- If a CSO is child-youth-led, it should be formed and managed by children-youth.
- Familiarity with UNICEF, other UN Agencies, and other international bodies in relation to human rights will be an asset.
- Experience and sound knowledge of the priorities stated in thematic areas of the call.
- CSOs must have been established in Türkiye.
- For small-scale initiatives, at least 1 year, and for medium/large-scale initiatives, at least 3 years of experience is required.



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Examples of Thematic Areas that could be Considered under the Program

Under this Program, CSOs will be asked for their services in monitoring child rights, reporting, and advocacy with a focus on violence, discrimination, and exclusion against children.

The themes will be outlined first with the Call for Expression of Interest (Pre-application), and later elaborated with the Terms of Reference (ToR) to be published.

Some areas that UNICEF would seek for service includes:

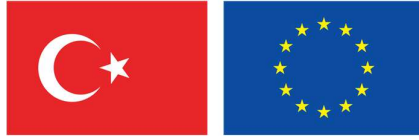
- Violence against children in school settings, including peer bullying,
- Rights violations in the digital environment, including cyber-bullying, grooming, data protection, and confidentiality,
- Discrimination and exclusion based on ethnic origin, race, and religion,
- Children in closed institutions, including those in institution care and removal centers,
- Children and right to environment.

Types of Activities under the Proposals:

Types of activities sought in all initiatives include monitoring, evidence generation, evidence-based reporting and advocacy, awareness raising, capacity building, and networking events, which result in contributions to the thematic areas stated above.

The Expression of Interest (Pre-applications) may be developed considering the below-mentioned activities and may include more than one of them:

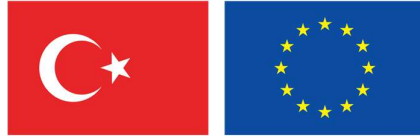
- Generate qualitative, quantitative, or citizen-generated data for evidence-based advocacy and decision-making regarding child rights violations,
- Generate knowledge, prepare information notes and policy papers at local and national levels on the patterns of violence, discrimination, and exclusion against children,
- Collection, analysis, and dissemination of qualitative or quantitative data on thematic fields,
- Networking activities for the exchange of good practices among child rights CSOs, child rights activists, and networks with the aim of driving a common agenda,
- Development of tools and methods to contribute to safeguarding children, monitor violation of child rights, contribute to the protection of child rights,
- Capacity-building activities and awareness-raising targeting children, caregivers, professionals working in child rights, CSOs, and other related groups.



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Procedures to be considered and followed during the application:

1. Call for Expression of Interest (Pre-application) will be published on the United Nations Global Marketplace ([UNGM](#)) website, and applications shall be made through this website. The applicants shall register on [UNGM](#) to sign in and review the call and related documents.
2. The application language is English.
3. An information meeting will be held to inform interested organizations about the procedures and steps to be followed.
4. Applicants will submit expression of interest (EOI) through forms shared on UNGM.
5. CSOs will be shortlisted upon their EOIs following the evaluation process (pre-selection) in line with the below-mentioned criteria.
6. If the application is a small-scale initiative, it might be evaluated separately considering the budget requirements.
7. Medium/Large-scale initiatives will proceed through tendering.
8. ToR will also be prepared based on EOIs published on the UNGM website and circulated among shortlisted applicants.
9. After the ToR is published, an online information meeting (pre-bid meeting) might be held by UNICEF. In this case, the date and the meeting link will be published on the UNGM website, and the announcement will be circulated through networks.
10. Detailed project proposal and budget will be submitted to TCO-ServContracts@unicef.org based on the templates provided by UNICEF.
11. Successful applicants will be informed, and the process will proceed with contracting and implementation.
12. The entire application and implementation process shall be conducted in line with the rules and regulations of UNICEF, the EUD, and the ACAR Project.
13. UNICEF reserves the right to reject applications that do not comply with the ACAR Project's rules and regulations, alongside the right to suspend the implementation of the studies, to refuse and/or withdraw the payment for services received.
14. CSOs can only be awarded once for this program.
15. The total duration of activities proposed with the application can be a maximum of 6 months.
16. This duration also covers the activity report to be submitted to UNICEF after completing the activities.
17. Selected activities should start within two weeks following the announcement of the selection results.



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Documents to be submitted and evaluation:

1. Expression of Interest (Pre-application) Submissions

Mandatory documents to be submitted:

1. Expression of Interest (pre-application) form,
2. A copy of the organization's certificate of legal registration (i.e., Activity Certificate),
3. Statutes of the Organization,
4. Supporting documents of similar work, if available.

Mandatory documents should be named and enumerated pursuant to the order above.

During evaluation, the mentioned criteria will be considered as assets:

- Geographical diversity
- Submissions by Grassroots organizations
- Submissions by the child/youth-led organizations

Only the Expression of Interest (EOI / Pre-application) submitted by the given deadline will be considered and evaluated as per the criteria below:

1	Compliance: The Expression of Interest (Pre-application) includes all required documents and information	Pass/fail
2	Capacity: The organization's mandate, structure, and background are relevant to the expected work and demonstrate the capacity to undertake the work successfully. Indicative sub-criteria: <ul style="list-style-type: none">- At least 2 small/mid/large scale initiatives (such as projects, meetings, report development) in the field of child/women's/human rights completed successfully,- Experience in the fields of violence, exclusion, and discrimination against children,- Geographic coverage.	Pass/fail
3	Relevance: The pre-proposal is conceptually relevant and demonstrates a sound understanding of the main themes stated in the Call. Indicative sub-criteria: <ul style="list-style-type: none">- The pre-proposal is relevant to and aims at contributing to the field of violence, exclusion, and discrimination against children and themes highlighted in the call and their different aspects,- Geographic relevance and coverage,- Relevance of target groups and beneficiaries,- Proposed modality, tools, activities,- Presence of a SMART (Specific, Measurable, Achievable, Realistic and Time-Bound) approach.	Pass/fail



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2. Terms of Reference (ToR) and Tender Process

For those who are shortlisted, the process will continue with the tendering. The evaluation criteria related to the tender process will be identified in the Terms of Reference.

Candidates who get shortlisted and selected upon their pre-application for the tendering process are expected to submit the following:

1. Technical project proposal template to be circulated together with the Terms of Reference,
2. Budget template to be circulated together with the Terms of Reference.

After the publication of the ToR, an online information meeting (pre-bid meeting) might be held by UNICEF, and the link will be published on the [UNGM](#) website.

Evaluation under the Tender Process

Proposals will be evaluated based on the criteria to be outlined in ToR. Applications made after the deadline **will not be taken into consideration**.

The indicative evaluation criteria will include but not be limited to:

1	Organizational Capacity and Quality Control
2	Adequacy of the proposed work plan & approach
3	Expertise of the organization's staff

For more information:

TUR-Service Contracts: TCO-ServContracts@unicef.org