



**UNHCR**

United Nations High Commissioner for Refugees  
Haut Commissariat des Nations Unies pour les réfugiés

## INTRODUCTION TO UNHCR

The Office of the United Nations High Commissioner for Refugees was established on December 14, 1950 by the United Nations General Assembly. The agency is mandated to lead and co-ordinate international action to protect refugees and resolve refugee problems worldwide. Its primary purpose is to safeguard the rights and well-being of refugees. It strives to ensure that everyone can exercise the right to seek asylum and find safe refuge in another State, with the option to return home voluntarily, integrate locally or to resettle in a third country. It also has a mandate to help stateless people.

Since 1950, the agency has helped tens of millions of people restart their lives. Today, a staff of more than 9,300 people in 123 countries continues to help and protect millions of refugees, returnees, internally displaced and stateless people. For further information on UNHCR, its mandate and operations please see <http://www.unhcr.org>.

## CALL FOR EXPRESSION OF INTEREST NO. 2019/MCD/088 UNHCR Representation in North Macedonia

### Strengthening the cooperation on municipal level and providing direct support to refugees and asylum seekers and complement the work of the national authorities

**Note:** The purpose of the Call for Expression of Interest is to solicit interest from existing or prospective partners that wish to participate in a UNHCR operation and contribute complementary resources (human resources, knowledge, funds, in-kind contributions, supplies and/or equipment) to achieving common objectives as agreed in a Project Partnership Agreement.

UNHCR Representation in Skopje reserves the right not to select any of the submitted concept notes for establishing Partnership.

### Important Information:

- The interested NGOs, Umbrella NGOs, Consortium of NGOs and Foundations registered in the country wishing to apply in reply to this Call for Expression of Interest are required to submit only a Concept Note along with set of supporting documents including Partner Declaration
- The Concept Note is primarily for the partner to express its unique advantage and added value for the Project objectives.
- The Concept Note is intended to allow the partner to:
  - a) Articulate its objectives in undertaking the Project;
  - b) Briefly describe the implementation approach for realizing the desired outcome of the Project;
  - c) Demonstrate the unique advantage it brings to the partnership for realizing the desired outcome of the Project; and
  - d) Demonstrate its complementariness to UNHCR's capacities and resources for the Project.
- The Concept Note should not be a fully developed project proposal and should be concise, contain clear information and not exceed three pages because the selected partner will

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- participate in the design and detailed budgeting of the Project and enter a Project Partnership Agreement in accordance with the rules and procedures of UNHCR.
- UNHCR will organize an information session with the interested applicants. In order to participate in the information session on 22 of August 2019 please confirm your interest by email no later than **20 of August (12:00 CET)** to [GJOSHEVS@unhcr.org](mailto:GJOSHEVS@unhcr.org) and [MARICEL@unhcr.org](mailto:MARICEL@unhcr.org).
  - The Concept Note and the Supporting documents including Partner Declaration are to be submitted to the office of UNHCR in Skopje, **not later than 10 September 2019 (13:00 CET)**, in a sealed envelope, to: M.s Aleksandra Vasilevska ; Snr. Admin/Programme Assistant, Representation of UNHCR in North Macedonia, Street: Uros Dzudovic 2A, 1000 Skopje  
Please indicate: "NOT TO BE OPEN BY THE REGISTRY" 2019/MCD/088
  - The submitted concept notes will be reviewed by UNHCR Committee established in line with UNHCR's policy.

CALL FOR EXPRESSION OF INTEREST No. 2019/MCD/088	
Project title and Identification:	Project Location:
<u>Strengthening the cooperation on municipal level and providing direct support to refugees and asylum seekers and complement the work of the national authorities</u>	Republic of North Macedonia
Brief Background of the Project:	
<p>The Republic of North Macedonia has a long history of hosting refugees from the wars in the former Yugoslavia, and recently, the country has received refugees from outside the region, fleeing war and persecution in their homelands in the Middle East and around the world. In 2019, refugees from Kosovo<sup>1</sup> make up the vast majority of the refugee population in the country, while a considerably smaller number are from the countries outside the region.</p> <p>The national legislation guarantees specific rights to refugees, such as the right to employment, social protection, healthcare, education, and housing. To enable a coordinated approach in the implementation of the legislation, the Government adopted the Strategy for Integration of Refugees and Foreigners in 2008, covering the period until 2015; the new Strategy, initially planned for the period from 2017 - 2027, is still pending adoption. In addition, the Resolution on Migration Policy of North Macedonia 2015-2020 foresees integration measures and access to key services for refugees/migrants.</p> <p>The leading institution for refugee integration is the Ministry of Labour and Social Policy.</p> <p>Despite the efforts of the Government to support refugees to integrate, there are significant challenges that prevent refugees to maximize their potentials, rebuild their lives and contribute to the society. The main challenges for local integration refer to: <b>(a)</b> access to national schools and kindergartens, mainly due to absence of adequate language trainings and other relevant support programs that will support enrolment and adaptation of refugee and asylum seeking children in state run schools; <b>(b)</b> finding employment, coupled with lack of training/qualification and prequalification programs and job search mentoring and advice; <b>(c)</b> access to comprehensive information and advice on integration opportunities and their future in the country, in particular for those living outside Skopje; <b>(d)</b> targeted support services for vulnerable refugees and asylum seekers, with emphasis on unaccompanied and separated children. A number of children traveling alone that have been received in the country, reported the need of child centered system that will support their integration form the first day of their arrival.</p>	

<sup>1</sup> UN SC Resolution 1244



#### Goal/Objective, Expected Outcome and Main Activities:

To address the specific challenges related to local integration, a two-fold approach is suggested:

- **Direct support to refugees and complement the work of national authorities.**

Providing educational and occupational activities for refugees and asylum seekers, developing and delivering services that will enhance refugee's capacities for self-reliance, building their personal and professional skills in order to be able to actively participate and contribute to the society. The proposed activities should be complementary to the national program for inclusion of asylum seekers and refugees and Resolution on Migration Policy of North Macedonia 2015-2020.

- **Strengthening the cooperation at municipal level** - Involvement of local municipalities and local civil society organizations in development of integration policies and services

Involvement of targeted local municipalities, civil society organizations and other stakeholders at local level, should result in better identification and addressing of the specific needs of asylum seekers and refugees, including obstacles which vulnerable groups are faced with; fostering better refugee reception by promoting acceptance and fighting discrimination and xenophobia; informing refugees about their rights and responsibilities in the host community, including service provision. The intervention should be based on the comprehensive mapping exercise, which would identify available local integration options and related gaps, map the stakeholders and inform decision on local communities to be targeted for the specific intervention.

Proposed approach should be implemented under the following two UNHCR objectives:

#### **Objective : Potential for integration realized**

**Output 1:** Advocacy conducted

**Output 2:** Coexistence projects promoted with development actors, government, private sector and other stakeholders

#### **Activities:**

- The applicants have the freedom to propose the method and activities, to produce expected outcomes. The methods may include, but are not limited to: support to social inclusion, employment support (support for active participation and contribution to the labor market through training, orientation, counseling or inclusion into the existing national programs), language training, targeted support for vulnerable refugees and asylum seekers, advocacy interventions for local integration, conducting comprehensive research on availability and access to services, strengthening the capacities on local level for local integration of refugees (including direct support to pre-selected municipalities)..

#### **Expected Outcome:**

- Appropriate and accessible activities for asylum seekers and refugees to assist their local integration through information provision, counseling, education and training introduced;
- Mapping of relevant stakeholders and available local integration services on local level completed based on previously developed matrix of indicators to record needs, services, challenges, responses.
- Potentials for intervention on short, medium and long term on local level identified;
- Capacities of local authorities to work with refugees and asylum seekers strengthened.
- Any other outcome that may be relevant for achieving the objective

**Objective:** Protection of children strengthened

**Output:** Best interest determination process established and operational

**Activities:**

- The applicants have the freedom to propose the method, activities, to produce expected outcomes. The methods may include, but are not limited to targeted activities to support social inclusion of vulnerable individuals with special emphasis of unaccompanied and/or separated children.

**Expected Outcome:**

- Vulnerable asylum seekers and refugees with emphasis on unaccompanied and separated children have access to services that are child centered and informed by their best interest.

**Intended Population of Concern:**

Refugees and asylum seekers in the Republic of North Macedonia

**Project Period [estimated start and end dates of project]:**

1 January – 31 December 2019

**Submission Deadline:**  
10 September 2019

**Date Decision Results to be Communicated to Applicants:**

10 October 2019 latest

**Selection Criteria**

No.	Criteria Description	Assigned Weighting
1	<b>Sector expertise and experience and local experience and presence:</b> the required specific skills, sector specialists, knowledge and human resources; ongoing programme in the area of operation; local knowledge; engaging refugees and other persons of concern; trust from local communities; local presence; partner policy on community relations; complaint mechanisms for persons of concern; self-organized groups of persons of concern; and other factors that would facilitate access to and better understanding of the persons of concern and that would reduce administrative difficulties.	40
2	<b>Project management:</b> ability to deliver project objectives, accountability mechanisms and sound financial management, taking into account the audit results of the previous UNHCR-funded projects, past performance and the external audit of partners' financial statements, where applicable.	30
3	<b>Contribution of resources:</b> evidenced and documented contribution of resources to the Project in cash or in-kind (e.g. human resources, supplies and/or equipment) by the partner that are presently available (or potentially mobilized by the partner) in order to supplement UNHCR resources. Proposals with higher ratio of <u>contribution of resources to the Project</u> will receive preference.	5
4	<b>Cost effectiveness:</b> level of direct costs and administrative costs imposed on the Project in relation to project deliverables. Proposals with higher ratio of direct costs against administrative costs will receive preference. <i>(Direct costs: expenses related to core staff for the project. Administrative costs: Expenses related to support staff and support costs)</i>	20
5	<b>Experience working with UNHCR:</b> global and/or local partnerships	5

	including knowledge of UNHCR policies, practices and programmes, including an understanding of and ability to work within UNHCR's funding limitations and associated inherent risks. Partners that have three consecutive qualified audit opinions for UNHCR-funded projects may not be considered. Prior positive experience with UNHCR will be considered as an asset.	
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**Required supporting documentation:**

1. NGO Registration Certificate
2. Statute of the NGO
3. List of Project staff engaged in ongoing activities
4. List of the composition of the governing body
5. Statement of non-affiliation with Political Parties by the NGO or NGOs if it is a consortium
6. Statement by the NGO (*Does the organization employ any immediate relatives (parent or sibling) of a UNHCR staff member? If yes, please specify the relation and the position held*)
7. Audited statement of accounts for the last two years
8. Statement describing the internal financial mechanism by the NGO
9. List of Projects and Names of Donors in the sphere of integration/social inclusion
10. CVs of minimum 3 core staff for the project, experienced in managing and operating similar projects
11. Statement of possession of office premises and list of equipment items in possession
12. Reference/Support letters from other donors from the past 3 years (National Foundations, IPA projects, Government Funding, Bilateral Donors, Multilateral Donors, etc.)

Issuing UNHCR Office  
Contact Address

UNHCR Representation in North Macedonia  
Uros Dzudovic 2a, Skopje , Republic of North  
Macedonia

Signature, Head of Office



Full name and title, Head of Office  
Name of UNHCR Office  
Date

Monica Sandri, Representative  
UNHCR Representation in North Macedonia  
13 August 2019