



# Call for Roma Civil Monitor 2021-2025 Coordinators in the EU Member States

**Deadline for applications: 7 November 2021**

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The *Roma Civil Monitor 2021-2025* initiative, with a full title “**Preparatory Action – Roma Civil Monitoring – Strengthening capacity and involvement of Roma and pro-Roma civil society in policy monitoring and review**”, is implemented by a consortium led by the [Democracy Institute](#) of the [Central European University](#) (DI/CEU), and including [European Roma Grassroots Organisations Network](#) (ERGO Network), [Fundación Secretariado Gitano](#) (FSG) and [European Roma Rights Centre](#) (ERRC), under a service contract with the [European Commission’s Directorate-General Justice and Consumers](#) (DG Just).



## 1. Introduction

In the aftermath of the adoption of the [EU Roma Strategic Framework for Equality, Inclusion and Participation](#) (EURSF) on 7 October 2020 and at the initiative of the European Parliament, the European Commission has launched the **Roma Civil Monitor (RCM)** initiative for the next four years **2021-2025** under a full title “*Preparatory action – Roma Civil Monitoring – Strengthening capacity and involvement of Roma and pro-Roma civil society in policy monitoring and review*”. This initiative is a follow-up to the [Roma Civil Monitor pilot project 2017-2020](#) and aims at involving at least 90 Roma and pro-Roma civil society organisations and individuals from 26 EU Member States (Malta is not included) in monitoring and reporting mainly on the Member States’ national Roma strategic frameworks (NRSF) but also other policies concerning Roma. The initiative will contribute to building the capacity of the national Roma and pro-Roma civil societies and will provide them with systematic support in engaging in the dialogue, advocacy and cooperation with national stakeholders.

In line with the EURSF, the aim of the RCM 2021-2025 initiative is to build capacities of Roma civil society organisations to contribute to the monitoring of national strategies by applying a bottom-up methodology based on local knowledge and experience to influence national decisions that effectively reflect the Roma communities’ needs.

To contribute to this aim, the RCM will:

1. empower Roma and pro-Roma civil society to enable it to participate in monitoring and reporting on the implementation of national Roma strategic frameworks, action plans and other policies, in order to effectively reflect the Roma communities’ needs,
2. facilitate constructive dialogue and equal partnership between Roma and pro-Roma civil society, national Roma contact points, equality bodies as well as other stakeholders to reflect the needs and the interests of the Roma,
3. produce and disseminate reports concerning civil society’s perspective and assessment on the implementation of national Roma strategic frameworks, mainstream policy measures or relevant new developments with significant impact on Roma.

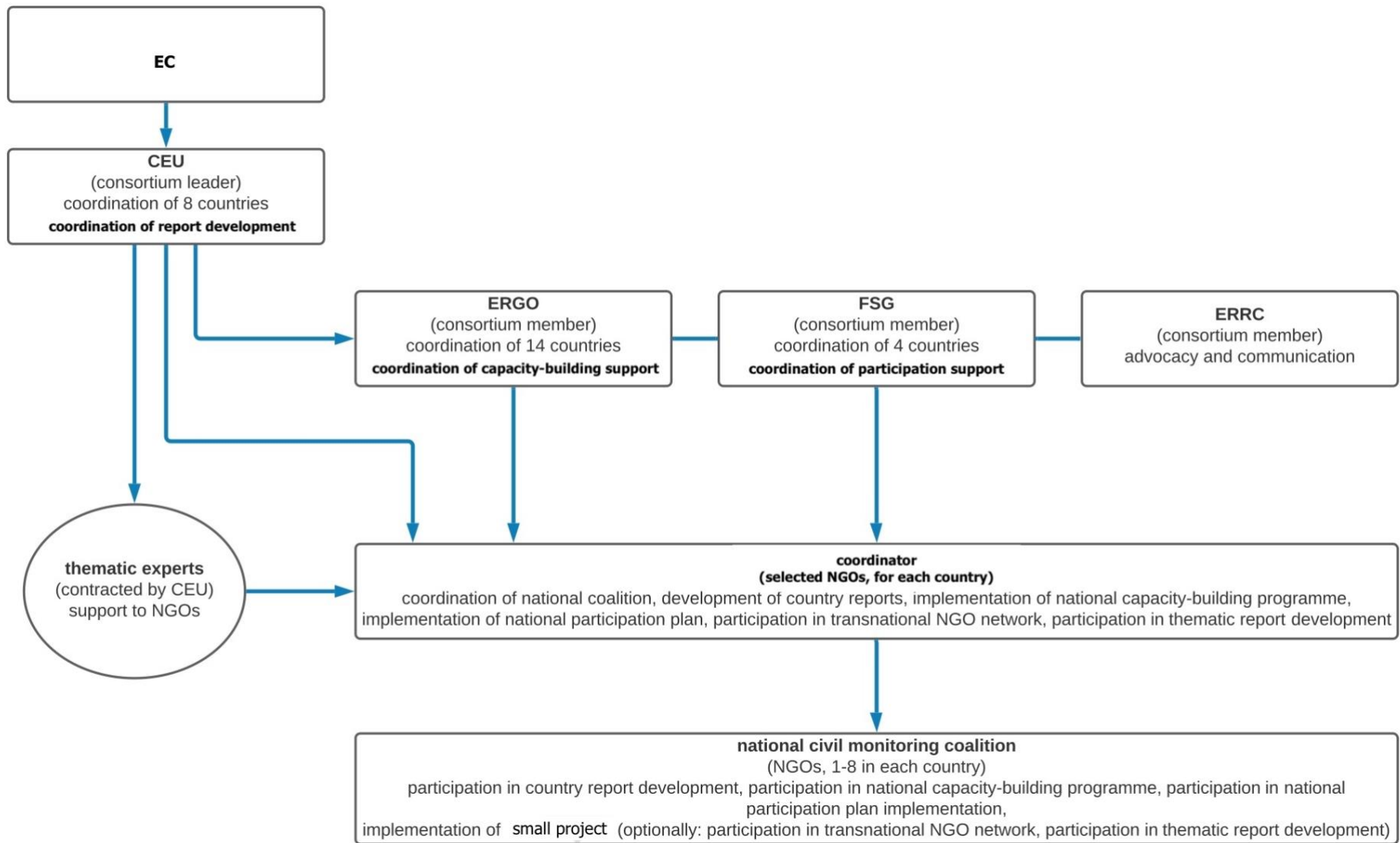
Building on the lessons learnt and good practices from the RCM 2017-2020, the new RCM 2021-2025 includes several innovations, such as a ‘cascade model’ that will strengthen the **role of the Coordinators** which will to the large extent implement the RCM activities at the level of EU Member States. In justified cases, one applicant can be selected to coordinate the RCM activities in more than one EU Member State – in particular in Member States with small Roma population and limited Roma and pro-Roma civil society.

## 2. Purpose of the call

**This call aims to select Coordinators for all 26 EU Member States eligible for the RCM 2021-2025 initiative. One entity may apply and be selected to coordinate the initiative in several eligible countries.**

Selected Coordinators will implement the activities (as specified in section 3 below) at the national level under a guidance and supervision of the RCM consortium that brings together highly acknowledged organisations working for Roma equality, inclusion and participation at international level: Central European University, ERGO Network, Fundación Secretariado Gitano, and the European Roma Rights Centre. The consortium has successfully implemented the previous RCM initiative 2017-2020 involving more than 100 civil society actors.

A chart of the cascade model of work organisation is visualised on the next page:



The eligible countries are grouped into four clusters:

| Cluster                             | Country        | Total population | Roma population (CoE) | Share of Roma | Cluster's characteristics   |
|-------------------------------------|----------------|------------------|-----------------------|---------------|---|
| <b>Cluster 1</b><br>7 member states | Bulgaria       | 7,543,325        | 750,000               | 9.94%         | <ul style="list-style-type: none"> <li>• predefined by EC</li> <li>• Roma over 1% of the total population</li> <li>• most acute challenges in Roma equality and inclusion</li> <li>• wide and diversified Roma civil society</li> <li>• wide and diversified pro-Roma civil society</li> </ul>                        |
|                                     | Czech Republic | 10,525,090       | 200,000               | 1.90%         |   |
|                                     | Greece         | 11,319,048       | 175,000               | 1.55%         |   |
|                                     | Hungary        | 10,008,703       | 750,000               | 7.49%         |   |
|                                     | Romania        | 21,442,012       | 1,850,000             | 8.63%         |   |
|                                     | Slovakia       | 5,433,456        | 490,000               | 9.02%         |   |
|                                     | Spain          | 46,081,574       | 750,000               | 1.63%         |   |
| <b>Cluster 2</b><br>3 member states | France         | 64,876,618       | 400,000               | 0.62%         | <ul style="list-style-type: none"> <li>• Roma over 100,000 but below 1% of the total population</li> <li>• Roma and pro-Roma civil society active in the service provision</li> <li>• specific challenges in Roma equality and inclusion</li> <li>• destination countries of Roma's intra-EU mobility</li> </ul>      |
|                                     | Germany        | 81,702,329       | 105,000               | 0.13%         |   |
|                                     | Italy          | 60,483,521       | 150,000               | 0.25%         |   |
| <b>Cluster 3</b><br>9 member states | Austria        | 8,384,745        | 35,000                | 0.42%         | <ul style="list-style-type: none"> <li>• mid-sizes Roma population</li> <li>• some Roma civil society exists, but mostly not diversified</li> <li>• in some countries, Roma equality and inclusion are considered specific policy agenda</li> <li>• some countries are targets of Roma's intra-EU mobility</li> </ul> |
|                                     | Belgium        | 10,879,159       | 30,000                | 0.28%         |   |
|                                     | Croatia        | 4,424,161        | 35,000                | 0.79%         |   |
|                                     | Finland        | 5,363,624        | 11,000                | 0.21%         |   |
|                                     | Ireland        | 4,481,430        | 37,500                | 0.84%         |   |
|                                     | Netherlands    | 16,612,213       | 40,000                | 0.24%         |   |
|                                     | Poland         | 38,187,488       | 32,500                | 0.09%         |   |
|                                     | Portugal       | 10,642,841       | 52,000                | 0.49%         |   |
| Sweden                              | 9,379,116      | 50,000           | 0.53%                 |               |   |
| <b>Cluster 4</b><br>7 member states | Cyprus         | 1,103,647        | 1,250                 | 0.11%         | <ul style="list-style-type: none"> <li>• small Roma population</li> <li>• Roma civil society not developed</li> <li>• Roma equality and inclusion are often not considered specific policy agenda (rather part of other agendas, such as immigration or minority culture)</li> </ul>                                  |
|                                     | Denmark        | 5,544,139        | 2,500                 | 0.05%         |   |
|                                     | Estonia        | 1,339,646        | 1,050                 | 0.08%         |   |
|                                     | Latvia         | 2,242,916        | 12,500                | 0.56%         |   |
|                                     | Lithuania      | 3,320,656        | 3,000                 | 0.09%         |   |
|                                     | Luxembourg     | 505,831          | 300                   | 0.06%         |   |
|                                     | Slovenia       | 2,052,821        | 8,500                 | 0.41%         |   |

One entity can apply to act as **Coordinator for several countries**, meaning that it will perform all the above-mentioned tasks for these countries together (RCM will provide funding for each of the countries separately and the national coordinator will have to report on them by country). Such arrangement is possible only if duly justified by the applicant and can concern countries from Cluster 3 and Cluster 4: several countries from these clusters can be grouped together or a country from these clusters can be added to another country from Cluster 1 or Cluster 2. The justification for grouping should be based on (1) an analysis of the Roma and pro-Roma civil society in the given country (e.g., it is very limited and therefore implementing the RCM activities separately would not be effective and efficient) and (2) meaningfulness of the grouping with another country (e.g., geographic proximity, common history, linguistic proximity, or shared challenges in Roma exclusion). Meaningful coordination of multiple countries can be considered for example for:

- Estonia + Latvia + Lithuania (common history, small Roma population);
- Croatia + Slovenia (past history, linguistic proximity);
- Denmark + Sweden (countries of destination of intra EU mobility);
- Belgium + Luxembourg + Netherlands (non-sedentary population, countries of destination of intra EU mobility, partially linguistic proximity)
- or others.

### 3. Tasks of the Coordinators

The Coordinators will implement the RCM activities at the national level by involving the civil society actors from their respective national coalitions and under guidance, supervision and with assistance of the RCM consortium. **The tasks of the Coordinators will include:**

1. **involving relevant civil society actors** (organisations and individuals from the country) in the initiative through open calls (the RCM consortium will approve the calls and the selected civil society actors),
2. forming and facilitating the **functioning of the national coalition** of civil society actors active for Roma equality, inclusion and participation; ensuring the information flow between the civil society coalition and RCM consortium,
3. coordinating and leading the development of **two high-quality country monitoring reports**: (1) on the quality of the national Roma strategic framework in 2022, and (2) on the implementation of the strategic framework and other relevant policies aimed at Roma equality, inclusion, and participation at the local level, in 2024,
4. participating in **transnational RCM online networking** (exchange of information, sharing experiences, knowledge and good practices), coordination meeting organised in person or online by the RCM consortium, RCM external communication and advocacy at the EU level,
5. participating in transnational cooperation among selected civil society actors participating in the RCM initiative in **development of thematic transnational reports** (in 2023 and 2025) covering issues of common interest of several countries (the themes and grouping of the actors participating in development of different reports will be defined in cooperation with the participating civil society organisations, the European Commission, and the RCM consortium),
6. planning and implementation, with involvement of other civil society actors from the coalitions, of a **capacity-building programme** for the national coalitions aimed at increasing their skills and capacities to monitor relevant public policies, advocate and communicate for more effective Roma inclusion, and other fields needed for strengthening the Roma and pro-Roma civil society, depending on their needs,
7. developing and implementing, with involvement of other civil society actors from the coalitions, of a **plan for supporting sustainable cooperation** between the civil society and public authorities, depending on the identified opportunities,
8. possible implementation of **small projects** linked to the RCM (such as campaigns, advocacy events or actions), following a selection of project proposals submitted by the participating organisations,
9. RCM-related **communication and dissemination** of the outputs of the initiative at the national level,
10. feeding the RCM consortium with information concerning the Roma inclusion policy from their countries, upon the demand of the RCM consortium,
11. reporting to the RCM consortium on the implemented activities and their results on a 6-monthly basis.

#### **Description of linked project activities (selected):**

##### **Under Task 1 – Involvement of national civil society**

The civil society monitoring shall be a collective activity performed together by several civil society actors selected into the RCM initiative. Therefore, the selected civil society actors in each country will be expected to form a national coalition, facilitated by the Coordinators (selected following this call). These coalitions will participate in the RCM activities implemented by the Coordinators.

**All Coordinators will have to publish open calls for civil society actors from their countries to join the RCM initiative and participate in the national RCM activities.** This will be required also from the Coordinators which will apply with pre-existing civil society coalitions; in these cases, the open calls will be aimed at extending the pre-existing coalitions. The details and conditions (including the selection criteria) of the calls will be agreed between the selected Coordinators and the RCM consortium, and the selected civil society will have to be approved by the RCM consortium.

#### Under Task 4 – Development of the country monitoring reports

The first country monitoring reports will focus on the content of the national strategic frameworks, the quality of the stakeholders and civil society participation in their development and alignment with the EU Roma strategic framework for equality, inclusion and participation 2030. They will be developed by the end of June 2022 to potentially feed the European Commission's *'Report on national Roma strategic frameworks: assessment and guidance on any improvements needed'*. Their foreseen length will be up to 25 pages. The second country monitoring reports will focus on the implementation of the national strategic frameworks and their impact at the local level. They will have up to 9 chapters (governance, anti-discrimination, fight against the antigypsyism, education, employment, healthcare, housing, social services, poverty reduction). Their foreseen length will be 40-60 pages, depending on the cluster. All reports must be evidence-based, balanced, and developed following the methodology provided by the RCM consortium.

The reports will be developed by national civil society coalitions led by the Coordinators following detailed written guidelines developed by the RCM consortium with contribution of thematic experts. The full draft submitted by the Coordinators will first be reviewed by the RCM consortium for completeness and formal compliance, then individual chapters will be reviewed by thematic experts who will provide the authors with detailed comments for revision. There might be several rounds of reviews/ revisions. Only draft reports that will pass such RCM's quality control process (all comments successfully addressed by the authors) will be submitted to the European Commission for endorsement, which will be a condition of their acceptance and approval for publication.

The production of each of the country monitoring reports will be led and coordinated by the Coordinator with a maximal involvement of the members of the national civil society coalition. Moreover, the Coordinator will have a duty to meaningfully involve a wider civil society (beyond the formed coalition) to the discussion concerning both monitoring reports, mainly their conclusions and recommendations, and their contribution should be recognised. The RCM consortium will provide the Coordinators with guidance on how to meaningfully involve civil society actors with different levels of skills, experiences, and knowledge. In any case, the monitoring reports shall provide common assessment of the national strategic frameworks based on the views of all members of the national civil society coalition.

#### Under Task 5 – Development of transnational thematic reports

One of the results of the transnational networking will be the identification of common issues – such as specific barriers that hinder Roma equality, inclusion and participation, similarities in challenges in Roma exclusion, governments' approaches in addressing them, shared policy concerns and/or opportunities. Participating civil society organisations will be supported by the RCM consortium in discussing and deciding together on topics of thematic reports. Subsequently, the transnational reports will be jointly developed by a group of civil society representatives from different countries with assistance of an experienced expert in the given field. It is foreseen to produce three thematic reports in 2023 and three others in 2025, each of them involving 3-5 co-authors from different countries. To produce the thematic report, additional funding will be allocated for the participating civil society actors. The developed thematic reports will be disseminated at EU level and in countries where the respective theme is relevant.

#### Under Task 6 – Capacity-building programme

This activity aims to equip participating civil society actors with the skills and knowledge needed to fully participate in the design, implementation, advocacy, monitoring and reporting of the national Roma strategic frameworks and other relevant national policies and funding programmes with the potential to benefit Roma and to reflect their real needs and interests. The Coordinator will be required to conduct an assessment concerning the needs of the coalition members' following a guideline provided by the RCM consortium. Based on this assessment, the Coordinators will draft national capacity-building plans. After their review, the RCM may provide limited funding for their implementation; this may include training, consultations, facilitated brainstorming or others) for the members of the coalition. It is foreseen that national capacity-building plans will include two events on average for the coalitions every year in the countries of Cluster 1 and 2; and one event on average every year in Cluster 3 and 4 countries.

## Under Task 7 – Plans for sustainable cooperation with stakeholders

The objective of this task is to initiate and support sustainable participation at national level between participating civil society actors and the main stakeholders relevant for Roma equality and inclusion such as the NRCs, equality bodies, line ministries, wider civil society and media within each participating country. The RCM consortium will provide the Coordinators with a toolkit to help the coalitions to develop and implement impactful advocacy strategy using the findings from the country monitoring reports and the thematic reports, map available opportunities for advocacy and development of cooperation and use them, ideally in form of a formalised cooperation with public authorities. Using the toolkit, the Coordinators will be required to develop and implement, together with their coalitions, plans aimed at securing the Roma and pro-Roma civil society participation with relevant public authorities.

### **Indicative timeline of the RCM activities:**

|                               |  |
|-------------------------------|--|
| November 2021                 | <ul style="list-style-type: none"><li>- selection of the Coordinators</li><li>- kick-off meeting with the Coordinators (online)</li></ul>  |
| December 2021                 | <ul style="list-style-type: none"><li>- Coordinators publish the calls for civil society to join the coalitions</li></ul>  |
| January 2022                  | <ul style="list-style-type: none"><li>- coordination meeting for Coordinators (in person)</li><li>- start of the work of the national coalitions</li></ul>   |
| January-May 2022              | <ul style="list-style-type: none"><li>- development of the first country monitoring reports on the quality of the national Roma strategic frameworks (full drafts to be submitted to the EC by 30 June 2022)</li></ul> |
| April 2022                    | <ul style="list-style-type: none"><li>- submission of the plan of the capacity-building programme</li></ul>  |
| May 2022 – September 2025     | <ul style="list-style-type: none"><li>- implementation of the capacity-building programme</li></ul>  |
| September 2022                | <ul style="list-style-type: none"><li>- coordination meeting for Coordinators (in person)</li></ul>  |
| October 2022                  | <ul style="list-style-type: none"><li>- selection of small projects to be funded from RCM</li></ul>  |
| October 2022                  | <ul style="list-style-type: none"><li>- submission of the plan for sustainable cooperation</li></ul>   |
| October 2022 – September 2025 | <ul style="list-style-type: none"><li>- implementation of the plan for sustainable cooperation and advocacy</li></ul>  |
| October 2022 – August 2023    | <ul style="list-style-type: none"><li>- participation in development of transnational thematic reports (selected civil society actors, sharing the selected themes)</li></ul>  |
| September 2023                | <ul style="list-style-type: none"><li>- coordination meeting for Coordinators (in person)</li></ul>  |
| September 2023 – June 2024    | <ul style="list-style-type: none"><li>- development of the second country monitoring reports on the implementation of the national Roma strategic frameworks and other relevant policies</li></ul>                     |
| November 2024                 | <ul style="list-style-type: none"><li>- coordination meeting for Coordinators (in person)</li></ul>  |
| November 2024 – June 2025     | <ul style="list-style-type: none"><li>- participation in development of transnational thematic reports (selected civil society actors, sharing the selected themes)</li></ul>  |

## 4. Expected results of the RCM implementation at the national level

The RCM 2021-2025 has differentiated objectives and approaches in different EU Member States, depending on the respective Roma and pro-Roma civil society landscapes and challenges related to the Roma exclusion. These differences are reflected in grouping of the participating Member States in four clusters:

RCM's goals in working with the civil society organisations in **Cluster 1 and Cluster 2** countries is:

- to involve at least 6-8 civil society organisations in each of the Cluster 1 countries and 3-6 civil society organisations in each of the Cluster 2 countries into RCM coalition,



- to further increase the capacity and skills of Roma and pro-Roma civil society in policy monitoring and analysis and report development,
- further support inclusive coalition-building within national Roma and pro-Roma civil society and building partnerships with mainstream think-tanks, academia, and experts,
- to strengthen civil society organisations' cooperation and advocacy with relevant stakeholders, including mainstream governmental structures (not targeting Roma, but being important for Roma equality, inclusion, and participation),
- to mainstream Roma equality, inclusion, and participation in general policies, and
- to support the civil society organisations transnational cooperation.

RCM's goal in working with the civil society in **Cluster 3** countries is:

- to involve at least 2-3 civil society organisations in each of the countries into RCM coalition,
- to support cooperation and partnership between Roma and mainstream civil society,
- to build Roma civil societies' capacity in policy monitoring and analysis,
- to help Roma civil society voice their experiences, needs and concerns, maximise the Roma civil societies participation in country reports' development,
- to help civil society organisations claim access to the decision-making structures and processes (Roma-targeted, if they exist, and the mainstream ones),
- and to support the civil society organisations transnational cooperation,
- possibly be coordinated together and participate in the capacity-building activities together with other countries (based on geographic proximity, common history, linguistic proximity, or shared challenges concerning Roma inclusion).

RCM's goal in working with the civil society in **Cluster 4** countries is:

- to involve at least 1-2 civil society actors (organisations or individuals) in each of the countries into the RCM,
- to include the Roma equality perspective in the work of mainstream civil society, and to involve Roma activists in their work, or at least to consult representatives of the Roma population,
- to support the mainstream civil society in raising the Roma perspective into the mainstream policymaking agendas,
- to support participating civil society actors in cooperation and information exchange with other countries and to support the civil society organisations transnational cooperation,
- possibly be coordinated together and participate in the capacity-building activities together with other countries (based on geographic proximity, common history, linguistic proximity, or shared challenges in Roma exclusion).

## 5. Eligibility and selection criteria for Coordinators

This call aims at selecting experienced civil society organisations that have demonstrable capacity to perform the tasks of the Coordinators for one or several countries. If an entity applies to coordinate the RCM in several countries, their grouping and the added-value of the coordination by one entity must be duly justified.

The potential Coordinators may apply either alone (the national coalition will be formed following a separate open call to be published by the selected Coordinator) or with an already existing coalition of civil society actors in the given country (in this case, the selected Coordinator will have to publish a separate open call to extend the coalition for new members). If the existing coalition applies to this call, the added-value of the coalition, distribution of roles and previous experience of working together should be explained in the application.

Each applicant must fulfil the following **eligibility criteria**:

1. be legally registered non-profit and non-governmental organisation; in exceptional cases (e.g., when no Roma or pro-Roma civil society organisation are active in the given country, individuals may be selected – this is expected mainly in countries from Cluster 4),



2. be able to effectively communicate with the RCM consortium in English and develop monitoring reports in English (equivalent of the level C1),\*
3. demonstrated experience in Roma equality, inclusion and participation, or at least one of the defined thematic fields (governance, education, employment, healthcare, housing, poverty reduction, social services, anti-discrimination) as part of their main activities for at least two years,\*\*
4. have demonstrated experience in policy monitoring, research, analysis and advocacy for at least two years (at least in the countries from Cluster 1 and Cluster 2, these experiences and capacities should concern the Roma equality, inclusion and participation),\*\*
5. have produced at least two different analytical policy reports (diagnosis, monitoring, assessment, etc.) in the fields of Roma equality, participation and inclusion, social policy or human rights (maximum one of them can be done within the RCM 2017-2020 pilot project) – examples of the reports to be submitted with the application,\*
6. demonstrated previous cooperation with other Roma and pro-Roma civil society actors.

*Criteria marked with asterisk (\*) can be fulfilled either by the applying civil society organisation as a whole or by an expert engaged by the organisation for the RCM project. In this case, the applicant must provide a commitment letter of the expert to work on the project. Any replacement of the expert will be subject to the approval by the CEU. In case that the contracted national coordinator will not be able to ensure that the expert whose capacity has been considered in the selection process or to provide the replacement approved by the ECU, the CEU will be entitled to terminate the contract with the selected national coordinator and will be entitled to the recovery of the paid service fee.*

*In case of criteria 3. and 4. marked with two asterisks (\*\*), the applicant organisation must fulfil **at least** one of these two criteria and the other can be fulfilled by engaged expert. I. e., the organisation must fit into one of these options:*

- *the organisation has the demonstrated experience in Roma equality, inclusion and participation and the demonstrated experience in policy monitoring, research, analysis and advocacy,*
- *the organisation has the demonstrated experience in Roma equality, inclusion and participation and hires an expert with the demonstrated experience in policy monitoring, research, analysis and advocacy,*
- *the organisation has the demonstrated experience in policy monitoring, research, analysis and advocacy and hires an expert with the demonstrated experience in Roma equality, inclusion and participation.*

The RCM will select the most suitable applicants using the following **selection criteria**:

1. be a Roma civil society organisation (see the conditions below),
2. relevant experience in working on Roma equality, inclusion and participation,\*
3. experience and skills in research and analysis on Roma equality, inclusion and participation,\*
4. capacities in qualitative research in social sciences,\*
5. recognition among civil society actors as a key stakeholder on Roma equality, inclusion and participation,
6. proved management and financial capacities to coordinate the work,
7. having Romani women in the leadership or higher managerial positions is an added value,
8. quality of the submitted assessment of the current Roma and pro-Roma civil society scene in the concerned member state(s) and analysis of their needs,
9. quality of the submitted outline of (1) the capacity-building programme for the national civil society coalition, and (2) activities aimed at supporting the sustainable cooperation between the Roma and pro-Roma civil society and public authorities in the concerned member state(s),
10. if the application is submitted by an already formed coalition of civil society organisations, then: their scope and composition should reflect the diversity of Roma population, they should have expertise in different policy fields as well as local-level knowledge, and a track record of cooperation with the proposed coalition,
11. added value of the existing coalition, its history of cooperation and achieved results,

12. in case that the applicant suggests fulfilling the role of national coordinator in several countries, the justification and added value of such grouping.

*Criteria marked with asterisk (\*) can be fulfilled either by the applying civil society organisation as a whole or by an expert engaged by the organisation for the RCM project. The applicants having in-house required capacity will be prioritised in the selection.*

We conceive of the following minimum conditions for qualifying as a Roma civil society organisation:

- i) Roma leadership (organisations having a Roma majority in the executive management),
- ii) Roma empowerment, inclusion, or recognition agenda,
- iii) recognition among Roma.

## 6. Submission of proposals

**Deadline for submission of proposals is 7 November 2021.** Applications shall be submitted in English language to the following email address: ([romacivilmonitor@ceu.edu](mailto:romacivilmonitor@ceu.edu)). The email's subject should include "RCM national coordinator – [country (-ies) covered by the application]".

The application shall include:

1. Application for RCM 2012-2025 Coordinator in the EU Member States (mandatory; in annex of this call),
2. Form for members of national civil society coalitions for the Roma Civil Monitor 2021-2025 (in the case that the applicant for Coordinator applies with a pre-existing coalition, to be filled separately for each member of the pre-existing coalition; in annex of this call),
3. Applicant's proof of registration,
4. Applicant's organisational statutes,
5. CV of the person who will be responsible for coordination of the RCM project,
6. Internet links to the two analytical reports produced in the fields of Roma equality, participation and inclusion, social policy or human rights,
7. Applicant's last two annual activity reports,
8. Applicant's last two annual financial reports.

Civil society actors interested to submit proposals can send questions regarding the proposal and the RCM initiative to the same email address. Questions will be answered by the RCM consortium as soon as possible (ideally within two working day).

## 7. Financial support

The cost of participation of the national coalitions in the RCM 2021-2025 initiative will be supported from a budget allocated to each country. Any cost related to the national coalitions' activities related to the RCM initiative, including salary or fee of staff for the time spent on activities related to the development of the country monitoring reports, development and implementation of the national capacity-building programme, development and implementation of plans for sustainable cooperation of the national coalitions with stakeholders, fee of external experts where necessary, travel and related cost of staff members and external experts within the country, translation of the country monitoring reports in local language (in case of the countries from Cluster 1 also into Romani language spoken in the given country), and other relevant expenses, can be supported from this budget.

The budget for the Coalition will be provided through a contract concluded between the CEU and the selected Coordinators – service contract in case of civil society organisation; consultancy contract or assignment contract in case of individuals (in this case, the tax residence certificate and the A1 form will be needed).

The amounts allocated to respective countries depend on their belonging to one of the clusters:

The **basic fee will cover performance of the Coordinator's tasks** indicated in the section 3 through the whole RCM 2021-2025 period:

- setting up and facilitation of the national coalition's functioning,
- development of two country monitoring reports,
- development and implementation of the national capacity-building programme,
- development and implementation of the national plan of sustainable cooperation with stakeholders,
- transnational RCM networking and activities,
- RCM-related communication and dissemination at the national level,
- reporting to the RCM consortium on the implemented activities and their results;

its amount for the whole period 2021-2025 will be:

- for each Cluster 1 country: 38,000 EUR (14,000 EUR for years 1 and 2 + 24,000 EUR for years 3 and 4)
- for each Cluster 2 country: 23,000 EUR (8,000 EUR for years 1 and 2 + 15,000 EUR for years 3 and 4)
- for each Cluster 3 country: 10,000 EUR (4,000 EUR for years 1 and 2 + 6,000 EUR for years 3 and 4)
- for each Cluster 4 country: 5,000 EUR (1,500 EUR for years 1 and 2 + 3,500 EUR for years 3 and 4).

Moreover, the Coordinators will be provided with **funding for translation** of the two produced monitoring reports into local languages, and the countries from Cluster 1 also to the locally spoken dialect of Romani language:

- for each Cluster 1 country: 8,000 EUR
- for each Cluster 2 country: 3,200 EUR
- for each Cluster 3 country: 1,600 EUR
- for each Cluster 4 country: 1,200 EUR.

Based on the national **capacity-building plans** approved by the RCM consortium, the national coalitions can be provided with funding for a dedicated funding for implementation of the activities included in the plans up to the following amounts for the whole project:

- for each Cluster 1 country: 5,000 EUR
- for each Cluster 2 country: 4,000 EUR
- for each Cluster 3 country: 3,000 EUR
- for each Cluster 4 country: 1,500 EUR.

Finally, the RCM consortium will publish a call for proposals restricted for the civil society actors participating in the initiative, to finance **small local projects** related to the RCM activities. The indicative allocation for the small projects is:

- for each Cluster 1 country: 5,000 EUR
- for each Cluster 2 country: 4,000 EUR
- for each Cluster 3 country: 3,000 EUR
- for each Cluster 4 country: 1,500 EUR.

The **indicative payment schedule**:

|   |  |
|---|--|
| January 2022 (after participation in the coordination meeting)  | advance payment 20% of the basic fee's for years 1 and 2                                   |
| After acceptance (EC's endorsement for publication) of the first country monitoring report (plan: summer 2022)  | balance of 80% of the basic fee's for years 1 and 2<br>half of the funding for translation |
| September 2023 (after participation in the coordination meeting)  | advance payment 20% of the basic fee's for years 3 and 4                                   |
| After acceptance (EC's endorsement for publication) of the second country monitoring report (plan: summer 2024) | balance of 80% of the basic fee's for years 1 and 2<br>half of the funding for translation |

|  |  |
|--|--|
| After approval of the national capacity-building plan (plan: spring/summer 2022) | 100% advance payment for implementation of the activities included in the plan |
| After the selection of proposals for small projects (plan: October 2022)         | 100% advance payment for implementation of the selected projects               |

Since the financial support will be provided in the form of service contract concluded between the CEU and the selected national coordinator, the CEU will have to pay the **VAT 27%** on top to the paid amount (the contractor does not pay the VAT, as in case of intra-EU service provision, reverse VAT charge applies). For this, the selected Coordinators will need to provide the CEU with either intra-community VAT number or VAT statement – any of them can be issues by the taxing authority.

Participation in the transnational **development of the thematic reports** will be remunerated separately, based on daily expert fee (to be agreed on the work distribution among the 3-5 co-authors from the participating civil society planned for each of the six thematic reports planned for the whole project).

## 8. Indicative timetable of the evaluation process

|                            |   |
|----------------------------|---|
| 19 October 2021            | publication of this call  |
| 7 November 2021            | deadline for applications   |
| 22 November 2021           | results if the selection of Coordinators                                  |
| December 2021-January 2022 | formation of national coalitions  |
| first half of January 2022 | conclusion of the service contracts between CEU and selected Coordinators |