

USAID's CIVIC ENGAGEMENT PROJECT

Call for Expression of Interest:

Expert on Openness Index to prepare the Openness Index of the Local Self-Government 2022

USAID's Civic Engagement Project (CEP) is seeking one (1) qualified Expert on Openness Index to summarize the results and draft the Report on the Openness Index of the Local Self-Government 2022.

1. Background

The Civic Engagement Project facilitates dialogue between citizens and the Government of North Macedonia on important social issues. This program strengthens constructive engagement by CSOs on policies and issues that target anti-corruption, transparency, and rule of law, and it increases and sustains youth engagement in public life. Through this program, USAID partners with North Macedonia's democratic institutions to help the country implement strategic reforms focused on accountability, transparency, justice, and corruption to advance reforms and EU accession.

2. Objectives

Under USAID 's Civic Engagement Project, Metamorphosis implements activities to advance institutions' openness via (1) research, (2) capacity development as well as (3) development of tools. The [Openness Index](#) is a composite set of indicators that objectively measure institutions' openness – informs all three types of activities mentioned above and is among the principal activities to guide government openness and engagement.

For this purpose, CEP plans to engage (1) Expert on Openness Index to (1) summarize the results, and (2) draft the Openness Index of the Local Self-Government 2022.

The Openness Index assesses the performance of the LSGUs in the area of good governance by focusing on four pillars: (1) accessibility, (2) awareness, (3) integrity, and (4) transparency with a cross-cutting domain observed throughout all four pillars – **open data**.

The four pillars of the Openness Index define and assess good governance along these principles: **accessibility** assesses the degree at which the right to information is guaranteed by law and in practice, as well as the quality of the mechanisms for engagement and consultation in policymaking processes; **awareness** looks at the institutions' commitment to learn from ongoing processes and improve them through established monitoring, evaluation and learning systems – by using milestones/indicators during strategic planning and reporting; **transparency**

assesses the public availability of organizational information, budget and public procurement procedures; while **integrity** evaluates the presence of mechanisms for the prevention of conflict of interest, the regulation of lobbying, as well as the availability of a Code of Ethics to guide and sanction the behavior of public servants.

3. Tasks and Responsibilities

The Expert on Openness Index will be engaged to support the project activities described above. The expert will collaborate closely with the Metamorphosis team in the process. The tasks and responsibilities of the expert include:

- Summarize the results of the Openness Index of the Local Self-Government 2022;
- Draft the Report of the Openness Index of the Local Self-Government 2022;
- Collect feedback from Metamorphosis team in the preparation of the required analysis, summary and drafting of the final document;
- To be engaged with the local partners and to take into account their feedback before announcing the final results;
- To be available for presentation of the results with all invited municipalities during June;

Metamorphosis will support the expert with all available resources and contacts during the engagement timeframe. All materials should be drafted in Macedonian language.

4. Qualifications

- University degree in social sciences;
- Relevant work experience, excellent knowledge and understanding of the Openness Index concept and its principles;
- Excellent knowledge on Open Data (concept, processes, trends);
- At least three years of experience in conducting researches, data analysis and drafting reports in similar areas of openness, transparency and accountability, preferably in North Macedonia and the Balkan region;
- Excellent analytical skills.

5. Applications and Evaluation Process

Interested candidates are invited to submit the following documents to marijana@metamorphosis.org.mk no later than **5th of May 2022**:

- CV along with a list of links and/or attachments of relevant work to prove their expertise as required under 4. Qualifications;
- Financial offer given as attachment 1. The total amount of the financial offer should not exceed USD 1,500 in gross amount. Financial offer must to be signed by the candidate.

- The criteria for awarding the contract is the best qualifications.

6. Timeline

Metamorphosis, in close cooperation with the selected expert will fine-tune the approach and methodology of summarizing the data, as well as finalize the conceptual structure of the Report. The main activities are planned as follows:

Activity	Timeframe
Summarize the results of the assessment	May 2022
Draft the Report	May and June 2022
Incorporate potential feedback and finalize the Report	June 2022
Event for promotion of the Report	June 2022

7. Deliverables

1. Publication Report – Openness Index of the Local Self-Government 2022
2. Final Report for the engagement.

8. Payment

The payment will be made after the realization of the service, after the approval of the work report.

Incomplete applications will not be considered. Only shortlisted candidates will be contacted.