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CENTER FOR  
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## **Call for a Consultant on preparing methodology for Corruption Risk Assessments** (short-term paid consultancy)

The Institute for Democracy Societas Civilis-Skopje (IDSCS) is issuing a Call for Consultant for preparing methodology for Corruption Risk Assessments on three institutions in Macedonia.

This call is a part of the “USAID Macedonia Anti-Corruption Program” conducted by the Macedonian Center for International Cooperation (MCIC), Transparency Macedonia (TM), the Association for Democratic Initiatives (ADI) and IDSCS.

The Consultant will be obliged to assist IDSCS in developing a Corruption Risk Assessment methodology in order to provide reports and recommendations on three institutions in Macedonia. The three institutions will be working in the fields of health-care, education and judiciary. More specifically the Consultant should:

1. Provide expertise in developing an overall methodology for the development of Corruption Risk Assessments;
2. Identify external data sources for the preparation of qualitative and quantitative parts of the assessments;
3. Identify literature that can be referenced as groundwork for the assessment reports;
4. Prepare questionnaires for in-depth interviews with officials in selected institutions and other stakeholders;
5. Prepare questionnaires for surveys of users (clients) of the selected institutions;
6. Prepare a structure for the Corruption Risk Assessment reports;
7. Give feedback on draft reports prepared by local researchers.

It is foreseen that the Consultant should spend 10 days working on these assignments with a total amount of 3000USD (gross). The Consultant will be paid based on a short-term consultancy contract.

### **The successful applicant should fulfill the following criteria:**

1. Be familiar with corruption issues in Macedonia or other countries of Western Balkans or Southeast Europe;
2. Has worked or has research experience in the field of good governance, or specifically corruption and lasting for no less than five years;
3. Has experience in preparing integrity plans and reports in the field of anti-corruption;
4. Holds a degree or is educated in the area of social sciences (sociology, political science, law, economics, anthropology or other);
5. Be fluent in English;
6. Worked in other countries and can bring foreign experience from the field.

Interested candidates should submit CV and a letter of interest demonstrating their skills and abilities to successfully act as a Consultant to the activity of the program. Both documents should be in English and sent to [contact@idscs.org.mk](mailto:contact@idscs.org.mk)

Deadline: 20.12.2014 17:00 CET.



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## TERMS OF REFERENCE

### Project background

The overall project goal of the USAID Macedonia Anti-Corruption Program is democratic Macedonia free of corruption. Specific project objective is to inform and enhance CSOs and citizens to hold State institutions accountable and contribute to their higher integrity. To contribute to achievement of these objectives, four results are defined, in line with USAID strategic priorities and other projects: 1. Developed in-depth analysis for the state and dynamics of the corruption in Macedonia in all spheres of social life; 2. Empowered capacity of the civil society in the country in its fight against corruption; 3. Developed mechanisms for civic monitoring of the policy, measures and reforms related to good governance and anti-corruption; 4. Raised awareness of the general public for the state of corruption in Macedonia, its market value and corrosive effects on society. Activities that will lead to those results will make use of various methods/instruments, such as: surveys and researches, publications, trainings, working groups, forums, CSO Platform, monitoring tools, web-based applications, etc.

### Specific activity

Development of individual Corruption Risk Assessment (CRA) reports for three institutions in the most vulnerable sectors (for example, health and education sector). The specific institutions will be selected based on the corruption assessment in the Corruption Assessment Report (which has been published by MCIC in October). Each CRA will apply a comprehensive approach by firstly identifying institutional weaknesses of rules and regulations in providing services. An anti-corruption expert will be engaged for this part of the assessment which will apply qualitative methods as interviews, audit reports. Secondly survey data on perceptions and experiences of bribery and corruption will be gathered from service users of the selected institutions. Thirdly, the extent of transparency, fairness and internal competitiveness in providing services will be assessed. Based on the CRA results, individual integrity systems and measures proposing control and accountability mechanisms will be prepared and proposed to the responsible ministries for implementation in the specified institutions. The activity will be managed by IDSCS.

### Tasks for the consultant

1. Provide expertise in developing an overall methodology for the development of Corruption Risk Assessments;
2. Identify external data sources for the preparation of qualitative and quantitative parts of the assessments;
3. Identify literature that can be referenced as groundwork for the assessment reports;
4. Prepare questionnaires for in-depth interviews with officials in selected institutions and other stakeholders;
5. Prepare questionnaires for surveys of users (clients) of the selected institutions;
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### Timetable

The consultant is expected to work a total of 10 days on these tasks in the period of several months as their contribution is needed in several stages of the research.

Task	Estimated # of Days	Estimated Period
Coordinate with IDSCS team	0.5	December 2014
Identify external data and literature	1	December 2014
Provide comments on the initial proposal of methodology by IDSCS and develop finalized design	1.5	December 2014
Prepare a structure of the CRA reports (Terms of reference)	1	January 2015
Prepare questionnaires for semi-structured in-depth interviews and survey of institutions' clients	2.5	January 2015
Coordinate with IDSCS team before fieldwork	0.5	February 2015
Provide feedback on the three reports	3	May-June 2015