**Terms of Reference**

**on Expert Services for the integration of the Anti-Corruption Component in school educational curriculum in Ukraine for the National Agency on Corruption Prevention**

**1. Background**

**1.1. General overview**

Supporting anti-corruption efforts in Ukraine is a high political priority for the European Union. By combating corruption, the EU contributes to the consolidation of democracy and economic growth of Ukraine, as well as successful approximation of Ukraine with the EU.

Upon the successful relaunch of the National Agency in 2020, an Anti-Corruption Strategy was developed, approved by the Cabinet of Ministers and finally adopted by the Parliament on June 20th, 2022. As the President signed the respective law on July 7th, 2022, the Strategy entered into force, and the NACP developed the State Program aimed at the Strategy’s implementation (hereinafter, SACP). The Programme, meant to detail and operationalise the Strategy by defining particular activities to achieve the strategic goals, identifying responsible authorities, and setting up deadlines and indicators for their implementation, after several rounds of Consideration by the Cabinet of Ministers, finally was adopted on March 4th, 2023 and its text was published on March 13th, 2023.

Fostering zero tolerance for corruption and promoting integrity among citizens and youth is one of the priorities of the NACP. In December 2021 the NACP adopted the Strategy of fostering zero tolerance to corruption, a document which proposed a wholesome approach based on a proactive work with the young generation. This approach includes three components: 1) integration of AC theme into educational programs; 2) launching the transformation of the educational environment and 3) promoting integrity as a part of personal success. The Strategy’s goals were incorporated as the expected results in the para 1.2.1.2. of the State Anti-Corruption Program, and include a include a series of activities that aims to create an educational environment with zero tolerance for corruption. This would both increase the transparency and integrity of educational institutions and help to form such values as integrity, honesty, etc among young people.

To achieve the goal, the National Agency has undertaken the leadership in developing and promoting the methodological materials that will be used to achieve the goal of the cross-cutting content line "Civil Responsibility" in terms of forming zero tolerance to corruption and following integrity behavior strategies. These materials will be mandatory for use in schools and be a basis for the integration of the AC component into school curriculum and activities. Also, the National Agency has to create a series of educational courses for different ages (7-8 grades, 9 grade, 10-11 grades) that could be included as well as a series of optional educational courses for different age categories.

**1.2. Contracting authority**

The contracting authority is the European Union Anti-Corruption Initiative in Ukraine, hereinafter referred to as the “Customer”.

**1.3. Beneficiary**

The beneficiary is the National Agency on Corruption Prevention.

**2. Objective**

The objective of the assignment is to assist NACP with the development of methodological materials that will be used to achieve the goal of the cross-cutting content line "Civil Responsibility", going through the procedure of labeling materials, and conducting training for authors of textbooks that contain AC topics.

**3. Scope of work and expected deliverables**

**3.1. Scope of work**

The scope of work of the assignment covers provision of expert services to assist the Agency in developing methodological materials that will be used to achieve the goal of the cross-cutting content line "Civil Responsibility", going through the procedure of labeling materials, and conducting training for authors of textbooks that contain AC topics.

The scope of work includes, but is not limited to the following:

1. Provision of expert services to assist the Agency in developing tasks and activities devoted to the integrity topic within the frame of 5-11 grades’ educational programs. The outcome of this work will be a handbook with recommendations for teachers on how to implement the integrity topic in the educational process (recommendations on the implementation of the Civil Responsibility cross-cutting content line).

The experts will advise the NACP Integrity office in the following areas:

* linguistic and literary (Ukrainian language and literature, foreign literature)
* mathematical (mathematics, algebra, geometry)
* informatics
* natural sciences (physics, chemistry, biology, geography, exploring nature (5-6 grades)
* technological
* artistic
* social (ethics)
* healthcare (PE, healthcare)
* civic and historical (Ukrainian history, world history, civic education, law)

The expected contribution of the project is engaging up to 10 experts, not exceeding 60 working hours in total for each one of them.

2. Arranging the procedure of an official approval of materials by the Institute of education content modernization and receiving the approval.

This includes organizational support, paying official fees for the developed recommendations on the implementation of the Civil Responsibility cross-cutting content line and the Anti-Corruption Course for the 9th grade that was already developed by the NACP Integrity Office`s team.

3. Support in conducting training for author teams of textbooks to include developed recommendations on Civil Responsibility cross-cutting content line into textbooks content.

Expected activities include providing organizational support of mentioned trainings.

**3.2. Expected deliverables:**

1. The experts are expected to contribute their expertise to the development of the recommendations, activities, and tasks devoted to the integrity topic by providing their expertise within 5-11 grades’ educational programs in different areas (recommendations on the implementation of the Civil Responsibility cross-cutting content line).

2. The experts are expected to assist in getting the approval of the developed recommendations on the implementation of the Civil Responsibility cross-cutting content line and Anti-Corruption Course by the Institute of education content modernization and to get the status “Recommended for use in educational process”.

3. The experts are expected to provide at least 5 trainings for different author teams of textbooks in order to implement developed tasks and activities devoted integrity theme into textbooks content.

4. The final report in English of up to 5 pages describing experts involvement, and time and dates spent on specific assignments by each expert should be delivered to the EUACI upon the contract completion.

Note: All the materials developed under this assignment shall include the EUACI logo as a part of the EUACI visibility strategy. Logo shall be used in accordance with the EUACI Visibility Guidelines and Brand Book. The Contractors shall consult with Yana Ryzak, the EUACI Communications Experts via e-mail at [yanryz@um.dk](mailto:yanryz@um.dk). Not following this clause constitutes a violation of the contract by the service provider.

**4. Timeline**

The assignment will start following a notification issued by the contracting authority, but not earlier than the date of signing the contract between the EUACI and the Contractor. The tentative start date is 10 May 2023. All activities envisaged under this contract shall be completed with a total duration of up to 4 months. The project activities are expected to take place in Kyiv.

**5. Service provider**

**EUACI will only consider applications submitted by groups of experts, or NGOs covering all the services described in the scope of work. Individual applications of experts covering assignment partially will not be considered.**

**5.1. Requirements for the Contractor**

**Each Expert on the team shall meet following criteria:**

* **Possess a Master/Specialist’s degree in the relevant field Possess a Master/Specialist's degree in the relevant field (pedagogical, Ukrainian philology, mathematics, natural sciences, technology, informatics, social sciences, civics and history, philosophy, art, physical culture).**
* **Be fluent in Ukrainian (English proficiency will be an advantage);**
* **Experience in preparing educational, methodical materials and handbooks for teachers and students will be an asset.**
* **Experience in using online tools, applications and modern educational methods to activate students' cognitive activity.**
* **Have at least 3 (three) years proven work experience in pedagogic, educational management or related sphere;**
* **Proven experience of cooperation with the EU or other donor-funded projects will be an advantage.**

**6. Monitoring and evaluation**

Definition of indicators

The performance of the contractor will be judged upon reaching the purpose of this contract as well as obtaining its results, as indicated in the sections "Objective" and "Expected Deliverables" herein respectively. Moreover, the performance of the contractors will be judged upon successful implementation of all the specific activities indicated above.

Special requirements

By signing the contract, the contractor agrees to hold in trust and confidence any information or documents ("confidential information"), disclosed to the contractors or discovered by the contractors or prepared by the contractors in the course of or as a result of the implementation of the contract, and agrees that it shall be used only for the purposes of the contract implementation and shall not be disclosed to any third party.

The contractor reports to the EUACI. The contractor shall be briefed prior to starting with the assignment. The contractor shall de-brief the EUACI prior to finalising the assignment.

**7. Cross-cutting issues (integration of the youth, equal opportunities)**

The project will be implemented ensuring equal opportunities for men and women and integration of the youth.

**Clarification questions**

Any clarification questions for the request for bid should be addressed to olekom@um.dk not later than 10 May 2023, 18:00 Kyiv time.

**How to apply**

Deadline for submitting the proposals is 12 May 2023, 18:00 Kyiv time.

The bidder must submit the following information to be considered:

* CVs of trainers and administrative team members (if applicable).
* Financial proposal.
* Letter of interest/motivation letter

The proposals shall be submitted within the above deadline to olekom@um.dk, indicating the subject line “Expert Services for the integration of the Anti-Corruption Component in school educational curriculum in Ukraine”.

Bidding language: English.