**Call for Expression of Interest (CEI)**

**to select a consultant to prepare an Action Plan and Communications and Business Outreach Strategy**

**for the National Autism Center Project**

**Terms of Reference (ToR)**

**Background:**

In January 2021, the East-West Management Institute (EWMI) Advancing CSO Capacities and Engaging Society for Sustainability (ACCESS) project announced the Intersectoral Cooperation Grant Program for Georgian civil society organizations (CSOs) and business organizations to undertake joint efforts to minimize the social, health, and/or economic crisis triggered by the COVID-19 pandemic.

As a result, the Collegium of Independent Education Consultants (CIEC) was selected to carry out the initiative to protect the rights and interests of people with autism spectrum disorder (ASD) and their families during the COVID-19 pandemic. The ongoing project aims to mobilize the civil society and private sector resources to identify and highlight the key barriers to healthcare delivery and access for people with ASD and propose and promote a pilot model for treatment planning and service delivery that meets their needs.

To build further on the results of the project, EWMI ACCESS supports CIEC and the Autism Research and Support Foundation to develop an action plan to engage with the private sector for building the National Autism Center for Adults in Georgia. This Center will be the first training and rehabilitation [complex](http://autism.org.ge/?page_id=2596) for adolescent and juveniles with ASD in Georgia.

**Scope**

Consultant selected by EWMI ACCESS will draft an Action Plan (based on milestones) and Communications and Business Outreach Strategy for the National Autism Center for Adults project. S/he will work closely with CIEC and the Autism Research and Support Foundation (Foundation) to (i) review, streamline, and redesign the existing action plans, projects, and documents developed by the Foundation describing the Autism Center construction and management plans and its mandate/purpose and (ii) coach CIEC and the Foundation to plan and launch effective business outreach, media, and government communication activities to raise the necessary funds and resources for building and operating the Autism Center.

**Specific Tasks:**

* Review the existing documents and best practices
* Coach the grantee to set SMART goals for building the Autism Center
* Develop a comprehensive Action Plan describing the Autism Center construction and development plan
* Develop a Communications and Business Strategy to promote the Autism Center plan and mobilize the necessary support
* Participate in EWMI/ACCESS and CIEC organized discussions
* Participate and organize meetings with relevant stakeholders

**Required Qualifications and Skills:**

* Experience in drafting complex project development plans
* Experience in designing effective communication strategies and campaigns
* Experience in providing training and coaching on outreach, project development, and/or private sector engagement
* Good knowledge of the Georgian civil society and private sectors
* High sensitivity and compassion towards the individuals with Autism (ASD)
* Good English language skills to conduct desk research on best practices

APPLICATION SUBMISSION PROCEDURES

Interested applicants are invited to submit their CV (Resume) and a Statement of Interest together with the financial proposal. Applications should be e-mailed to atsurtsumia@ewmi.org. Emails must have “INTERSECTORAL COOPERATION CONSULTANT” in the subject line. EWMI ACCESS will notify about the receipt of the e-mail to confirm the submission of the application.

Applicants may submit questions for clarification to atsurtsumia@ewmi.org

TIMELINE

**CEI launch date** May 17th, 2021

**DEADLINE FOR SUBMITTING APPLICATIONS** – May 28th, 2021

**Interview with the shortlisted candidates** by May 31st, 2021

**Notification to successful applicant** June 2nd, 2021

**Dates for consultancy** June 7th – July 15th up to 25 working days

Please note that the evaluation and award dates are subject to change

*Advancing CSO Capacities and Engaging Society for Sustainability (ACCESS) is funded by the United States Agency for International Development (USAID) and implemented by East- West Management Institute (EWMI). USAID administers U.S. foreign assistance programs providing economic and humanitarian assistance in more than 80 countries worldwide.*