**TERMS of REFERENCE**

**RESEARCH ON THE BARRIERS TO ROMA WOMEN’S**

**ACCESS TO JUSTICE**

1. **BACKGROUND**

The Council of Europe is currently implementing a Project on the Council of Europe/European Union Joint Programme “Roma Women’s Access to Justice” (JUSTROM3). The aim of the programme is to address multiple discrimination and improve related access to justice of Roma women by supporting the empowerment of Roma women, enhancing professional resources used at national level by the judiciary, law enforcement and NGOs/human rights advocates regarding the application of anti-discrimination standards with a focus on multiple discrimination, gender equality and Roma women and by increasing synergies between local, regional, national and international stakeholders. The programme will be implemented until February 2022 in Bulgaria, Greece, Italy and Romania.

One of the objectives of JUSTROM3 is to increase synergies between the institutional frameworks of the European Union and Council of Europe, including through National Roma Contact Points (NRCP) and ADI-ROM, and with national and local authorities on national Roma integration strategies, and civil society regarding access to justice.

The present ToR outline the parameters of the research to be conducted in Bulgaria, Greece, Italy, Romania.

1. **PURPOSE OF THE RESEARCH**

The findings of the research will be presented to key stakeholders, responsible for policy development in the area of access to justice. The recommendations will target members states, and concretely public authorities with attributions in the area of justice.

The Council of Europe is looking for maximum of 2 Providers per Lot.

- Lot 1 concerns consultancy services in Bulgaria

- Lot 2 concerns consultancy services in Greece

- Lot 3 concerns consultancy services in Italy

- Lot 4 concerns consultancy services in Romania

- Lot 5 concerns consultancy services for drafting the final research report

The researchers might be requested to collaborate with their peers.

1. **RESEARCH ASSUMPTIONS**

One of the research assumptions is that Roma women are facing discrimination when accessing the member States’ justice mechanisms to respond to discrimination in accessing identity documents/legal status, housing, health, education, employment, and to hate crime, domestic violence, etc. Another research assumption is that Roma women lack legal empowerment and basic legal knowledge which prevents them from accessing justice.

1. **SCOPE OF THE RESEARCH**

The research will be conducted in the nine JUSTROM locations: Plovdiv and Veliko Tarnovo (Bulgaria), Athens, Thessaloniki and Xanthi (Greece), Rome and Naples (Italy), Bucharest and Iasi (Romania).

1. **TERMS OF REFERENCE FOR THE RESEARCH METHODOLOGY**

The research will follow Council of Europe ethical guidelines, by respecting its data collection and analysis methods that are human rights based and gender sensitive.

The data collection and analysis methods used by the researchers should be sufficiently rigorous to respond to verify the research assumption. There should be logical and explicit linkages between data sources, data collection methods and analysis methods.

The research will be focused primarily on qualitative methods.

***Methodological tools***

1. *Literature Review:*

Review of other research reports on the access of Roma to justice as well as legislation and policies related to Roma women access to justice.

1. *Semi-structured interviews and survey through questionnaires*

The respondents should be as diverse as possible, with different socio-economic backgrounds.

To be considered when choosing the interviewees: age, education level, type of residency (segregated/non-segregated); cultural identity (Romani speakers/non-speakers; wearing Romani traditional clothes/not wearing Romani traditional clothes), migrants/non-migrants (especially for Italy, but also for Greece), affiliation to different Roma sub-groups.

Where possible, interviews should be conducted in Romani.

1. *Focus groups*

Issues to be addressed during the interviews and focus-groups:

- Roma women’s access to justice in relation to discrimination cases

* Access to equality bodies
* Access to courts

- Roma women’s knowledge of the equality bodies (their existence; their jurisdiction)

- Roma women’s knowledge of redress mechanisms in respect of discrimination cases

- Roma women’s access to justice in relation to other legal issues they might encounter (measure the awareness level regarding procedural aspects of the actions they had to take in order to access the following):

* Family law issues
* Property law issues
* Identity documents related issues
* Others

- Roma women’s experience with the institutions (including local authorities) when contacted for solving:

* + Discrimination cases
  + Family law issues
  + Property law issues
  + Identity documents related issues
  + Others

Aspects to look into: how they were treated by public authorities (national and local); whether they felt discriminated against/offended/humiliated; whether they receive information that they could understand (language, use of specialized terminology).

The information collected should be anaylsed to identify patterns.

1. **RESEARCH WORK PLAN**

***1.*** The researchers will be accountable for producing the following **minimum *deliverables***:

* 1. Research methodology
  2. Set of questions for the interviews
  3. Guide for the interviews
  4. Questionnaires for the survey
  5. Guide for applying the questionnaires
  6. Questionnaires for the focus groups
  7. Guide for moderating the focus groups
  8. Introduction of the survey data in data analysis program and interpretation of the data
  9. Draft analysis report
  10. Final analysis report

Executive Summary

Introduction

Objectives of the research

Research methodology

Limits of the research

Literature review

Findings by thematic focus

Conclusions and lessons learned

Recommendations

Annexes (Profiles of the respondents; Interview Guide; Moderating Guide)

***2. Locations and logistical arrangements***

The respondents and the focus groups participants will be selected from 9 JUSTROM locations. The interviews and focus groups will be arranged online or in person whenever possible depending on national restrictions. The JUSTROM national teams will be responsible to assist with equipment and access to internet for the respondents and for the focus groups participants.

The Researcher/s will be responsible for the necessary logistics of performing the research: office space, administrative and secretarial support, telecommunications, printing of documentation, translation and interpretation etc. The Researcher/s will also be responsible for the dissemination of all methodological tools such as questionnaires and surveys, but the Council of Europe staff/JUSTROM national teams should facilitate this process to the extent possible.

The Researcher/s will be responsible to make their own arrangements for the online interviews and focus groups. The JUSTROM national teams could be asked to facilitate the organisation of these, if deemed necessary by the Researcher/s.

The Researcher/s will be responsible for the transcriptions of the focus groups audio recordings. The researcher/s might be required to collaborate with their peers form the other locations of the project.

***3. Timeframe***

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| **Deliverables** and other key-steps | **Deadline** |
| Research methodology | 15 September 2021 |
| Questionnaires and guides | 30 September 2021 |
| Sampling method | 10 October 2021 |
| Method of verification of the sample | 10 September 2021 |
| Conducting literature review, interviews and focus groups | September-November 2021 |
| Data base | 15 December 2021 |
| Final research report | 15 December 2021 |

***4. Qualifications of the researcher (s)***

The criteria for selecting the researcher (s) are:

* Minimum 5 years of working experience in any of the following areas: access to justice, gender equality, anti-discrimination, minority rights, Roma rights;
* University degree in a topic relevant to the areas of the Project: Social Sciences, Sociology, Law;
* Strong record in conducting researches and drafting research reports;
* Extensive knowledge of, and experience in applying qualitative and quantitative research methods;
* Language proficiency relevant for the countries targeted by the research;
* Independence and absence of conflicts of interests.

The researcher/s are asked to submit one example of research reports recently completed when submitting their proposal. If possible, the report should be relevant, or similar to, the subject of research.