

|  |
| --- |
|  |
| **Title:** | **Call for proposals to support the Ombudsperson Institute in engaging with UN human rights mechanisms and strengthening long-term cooperation with civil society** |
| **Contract Type:** | **Grant to CSOs**  |
| **Target Locations:** | **Country-wide** |
| **Duration of Contract:** | **Maximum duration: 8 months (expected start: December 2025)** |
| **Budget Ceiling** | **This grant will support budgets no more than $50,000.** |
| **Submission Deadline** | **Proposals may be submitted before 29 September 2025, 17:00 PM Bishkek local time and via (choose appropriate box)** **☑E-mail :** vasyl.lazumirskyi@un.org  |
| **Contact for Inquiries**  | **Contact for Inquiries:** vasyl.lazumirskyi@un.org  |

|  |
| --- |
| **I. Background/ Context** |
| The Human Rights Council and General Assembly have consistently recognized the critical role of National Human Rights Institutions (NHRIs) in engaging with UN human rights mechanisms. For example, HRC Resolution 33/15 encourages NHRIs to contribute to the work of the Council and its mechanisms, including the Universal Periodic Review (UPR), treaty bodies, and Special Procedures. The Resolution calls on States to ensure an enabling environment for NHRIs to operate independently and to cooperate with these international mechanisms. It also commends the increasing engagement of NHRIs at all stages of the UPR, and encourages them to monitor, promote and support the implementation of accepted recommendations in their respective national contexts.Additionally, the UN General Assembly, in Resolution 70/163 (2015), welcomed efforts to enhance NHRIs engagement with the Human Rights Council, Special Procedures, and treaty bodies, and reaffirmed the importance of NHRIs in promoting accountability and follow-up to recommendations of UN mechanisms, underscoring their bridging role between local realities and international commitments.Strong engagement with international mechanisms is internationally recognized as an effective tool for NHRIs to promote and protect human rights at home. Likewise, maintaining a close cooperation with civil society is crucial for NHRIs to effectively fulfill their mandate, ensuring that they remain connected to grassroots human rights concerns and advocacy efforts.Currently, the Kyrgyz Ombudsperson’s Institute (OI) interaction with the UN human rights mechanisms has been sporadic and collaboration with civil society has not been institutionalized, as recommended by GANHRI in 2012. The OI has B-status accreditation with the Global Alliance of NHRIs, indicating room for improvement in aligning with the Paris Principles. Strengthening its engagement with the UN mechanisms and civil society will not only improve domestic human rights outcomes but also support the OI’s progress toward A-status accreditation, which would enable greater participation rights at the UN Human Rights Council.In recent dialogues, the European Union (EU) has encouraged the Kyrgyz authorities to ensure that human rights initiatives are developed through inclusive dialogue with civil society. This project aligns with that encouragement, leveraging EU support to build sustainable channels for such dialogue and for international engagement.Several upcoming and recent international and UN human rights mechanisms’ reviews underscore the timeliness of this initiative. For example, Kyrgyzstan’s human rights record was examined in the UPR Working Group session in May 2025 and the Outcome Report will be adopted in September 2025 requiring national follow up to the UPR recommendations. Kyrgyzstan also actively engages with the UN Treaty Bodies: the Committee on the Elimination of All Forms of Racial Discrimination issued its Concluding Observations in 2025, and the Committee on Economic, Social and Cultural Rights in 2024. [[1]](#footnote-2) The OI, in collaboration with civil society, can play a pivotal role in monitoring and promoting the implementation of recommendations that have not yet been implemented and in providing independent information to the UN mechanisms via alternative reports and submissions. However, to do so effectively, the OI’s capacity and partnerships need to be strengthened.In addition to strengthening institutional knowledge and cooperation the project will include a training-of-trainers (ToT) component. Selected staff of the OI will be equipped with the tools and pedagogical skills to deliver future internal trainings. This will ensure that the knowledge and practices introduced through this grant are embedded and sustainably transferred to new staff, reinforcing the institution’s long-term capacity to engage with the UN human rights mechanisms. |

|  |
| --- |
| **II. Scope of work** |
| The selected grant recipient CSO will strengthen the capacity of the Ombudsperson Institute of Kyrgyzstan to engage effectively with the UN human rights mechanisms and to foster long-term, strategic collaboration with civil society. This will enable the Ombudsperson to independently report on human rights issues, monitor implementation of international recommendations, provide human rights analysis and advocate for improvements in policies, laws and practices, in partnership with civil society. Key responsibilities include:1. **Capacity building for UN engagement**: Enhance the knowledge and skills of the OI staff to interact with the UN mechanisms, inter alia, through preparing and submitting alternative reports to the Treaty Bodies and other UN human rights mechanisms as well as effective participation in UN reviews. This includes practical training and mentorship on how to prepare alternative and follow up reports to the UN Treaty Bodies and other UN human rights mechanisms.
* Conduct dedicated training sessions for the OI staff on the various UN human rights mechanisms and their reporting cycles, opportunities for the OI to engage, and how to follow up on concluding observations/recommendations.
* Guide the preparation of actual submissions to the UN mechanisms helping to outline and draft an alternative report; advising on data gathering, documentation and analysis of human rights issues; reviewing draft submissions to ensure they meet UN expectations.
* Develop user-friendly templates, checklists, or guidelines for alternative reporting that the Ombudsperson can use beyond the project and systematically plan its engagement each year.
* Ensure that capacity building covers how to mainstream gender and address vulnerable groups’ issues in reporting given that the UN Treaty Bodies increasingly request data and analysis on gender-based violence, women’s empowerment, rights of minorities, persons with disabilities, etc.
* Conduct a ToT session with designated OI staff providing them with tools and materials to replicate the training internally. This ensures the sustainability and institutionalization of knowledge gained under the project.
* Conduct at least two workshops focused on practical tools and approaches to public communication and interaction with media and journalists, aimed at promoting the OI’s reports/recommendations, enhancing cooperation involving media actors and journalists themselves and strengthening capacity of the OI to issue media friendly public statements on human rights issues.
1. **Civil society partnership**: Organization and strengthening of discussion platforms for dialogue between the Ombudsperson Institution and civil society organizations working across the full spectrum of human rights and with vulnerable groups. This will enable regular dialogue between OI and civil society including at regional levels, so that civil society consistently informs the Ombudsperson’s work and vice-versa.
* Organize and sthrenghten a permanent mechanism/platform for dialogue between the OI and civil society.
* Facilitate at least 3–5 consultation meetings at both the national and local levels between the OI and civil society (involvement of other partners and interlocutors can be considered on a case-by-case basis).
* Ensure that the significant focus of the platform’s dialogue is on gender equality and gender-based violence. For example, specific sessions will examine the implementation of recommendations from the UN CEDAW or the UPR related to GBV and women’s rights, in partnership with women’s CSOs and women human rights defenders.
* Ensure that the platform’s dialogue also covers civic space issues.
* Through the platform conduct joint analyses of progress in implementation of the recommendations issued by the UN human rights mechanisms to Kyrgyzstan and implementation of the NHRAP. The Ombudsperson and civil society participants will review what actions have (or have not) been taken by the duty bearers to implement the UN recommendations and the NHRAP and discuss strategies for strengthening implementation.
* Use the platform meetings to build trust and long-term working relationships between the OI and civil society.
1. **Institutional procedures**: Support the development and adoption of SOPs within the Ombudsperson Institute that formalize: (a) how the institution engages with civil society, and (b) how it engages with the UN human rights mechanisms, including the preparation and submission of alternative (parallel) reports. These SOPs will embed the new practices into the Institute’s standard workflow, ensuring sustainability beyond the project’s end.
 |

|  |
| --- |
| **III. Deliverables** |
| 1. Increased knowledge of the OI staff on the UN human rights mechanisms and procedures (as evidenced by training evaluation feedback) and the ability to produce fully-fledged reports and submissions.
2. At least 2–3 training workshops on engagement with the UN human rights mechanisms completed (with training materials and evaluations).
3. At least one alternative (parallel) report or submission to a UN human rights mechanism is drafted together with the OI staff and submitted for review to the Ombudsperson with the aim of official submission. The content of the report or communication is determined exclusively by the Ombudsperson.
4. Organization of two consultative meetings:

The first meeting will involve representatives of civil society, where information will be presented on the current implementation of the recommendations of the UN human rights mechanisms and the National Human Rights Action Plan, and where proposals and comments from civil society representatives on possible support for their implementation will be collected.The second meeting will involve representatives of the Ombudsperson Institution and officials of the competent state authorities, where information will be provided on the implementation of the recommendations of the UN human rights mechanisms and the National Human Rights Action Plan, and where the format of further cooperation will be agreed upon.1. At least one ToT session conducted with a group of designated OI staff trained and materials developed for internal institutional use. The project contributes to the sustainability of results ensuring that progress achieved under the grant is maintained and scaled in the long term.
2. Conduct, jointly with the Ombudsperson Institution, a discussion on possible forms of institutionalized cooperation with civil society, in line with the 2012 recommendations of the Global Alliance of National Human Rights Institutions (GANHRI).
3. Two draft SOP documents (on civil society/media engagement and the UN human rights mechanisms engagement) are co-developed with the OI and formally submitted for internal review and endorsement. These documents will be disseminated internally (and possibly publicly on the Ombudsperson’s website for transparency). Accompanying this, an internal memo or training to operationalize the SOPs is conducted. At least one workshop on media engagement and communication strategy of the OI in order to strengthen capacity to issue public statements on human rights issues on civil, political, economic, social and cultural rights, in line with initial findings of the Capacity Assessment in June 2025.
 |

|  |
| --- |
| **IV. Impact of Results** |
| By achieving these objectives, the Ombudsperson Institute will be better able to serve as a “bridge” between international human rights bodies and the national context, channeling information from the ground to the UN, and bringing UN recommendations back to the ground for implementation. This initiative will strengthen the role of the Ombudsperson Institute as a credible and independent national actor in international human rights cooperation and a domestic advocate within the national human rights infrastructure. The project will enhance the capacity of the Ombudsman Institute to submit independent, well-documented reports to UN human rights mechanisms and to follow up on recommendations in collaboration with civil society, including women’s rights organizations. These actions will foster a culture of accountability and contribute to improved human rights protection in Kyrgyzstan.By facilitating systematic engagement with the UN human rights mechanisms, the project will help institutionalize practices of international reporting and follow-up within the OI. The development and adoption of SOPs on UN engagement and civil society collaboration will ensure that such practices become regular components of the OI’s operations, beyond the duration of this grant.The ToT component will enable the OI to replicate knowledge internally sustaining institutional expertise and reducing future reliance on external experts. This will help ensure that new staff are trained consistently contributing to institutional continuity and the long-term impact of the initiative.The outputs will foster the implementation of recommendations of the Sub-Committee on Accreditation of GANHRI from 2012[[2]](#footnote-3) by building closer engagement of the OI with civil society and the UN Human Rights Mechanisms.The project will contribute to the EU-funded programme’s Logical Results Framework by achieving Output 1.5: Increased opportunities for strategic engagement of the OI in selected priority areas with UN human rights mechanisms and long-term relations with civil society. Progress will be measured through Indicator 1.5.1 (number of platforms created or strengthened for civil society collaboration) and Indicator 1.5.2 (number of SOPs adopted with the EU project’s support).By the end of the grant period, the Ombudsperson Institute will be more connected to grassroots civil society and better positioned to amplify domestic human rights concerns on international platforms contributing not only to more effective human rights protection in Kyrgyzstan, but also to the OI efforts to advance toward A-status NHRI accreditation. |

|  |
| --- |
| **V. Eligibility & Qualification Criteria**  |
| * Local CSOs registered in line with the legislation of the Kyrgyz Republic.
* CSOs operating in the Kyrgyz Republic.
* Programmatic relevance of the proposal vis-à-vis priority areas outlined under section ‘Scope of Work’.
* The organization’s proven administrative and financial management capacity to manage grants.
* Evidence that it has previous experience in human rights analysis and reporting, and engagement with UN human rights mechanisms.
* The feasibility and soundness of the proposal with sustainability strategies and related budget.

**Key Competencies**Grant recipients should possess the following key competencies:* Demonstrated knowledge of fundamental human rights norms and solid experience in human rights and legal analysis, and engagement with the UN human rights mechanisms.
* Experience in monitoring, collecting data and report drafting.
* Ability to work with different stakeholders, including civil society, media, national human rights institutions and relevant state bodies.
* Experience in organizing and delivering capacity building events.
* Project management/coordination.
 |

**VI. Submission Requirements**

CSOs who meet the requirements should submit a technical proposal no longer than seven (7) pages which should include the following:

1. Project document and implementation plan (See Annex A below)
2. Budget (See Annex B below)
3. Results Framework
4. Proof of legal registration or status

**VII. Selection Criteria**

* Proposal will be selected based on technical (70%) and financial (30%) assessments.
* The technical assessment will review the following:
	+ Technical design of proposal in achieving expected results (30%)
	+ Previous experience working with the UN or EU partners (5%)
	+ Local experience and presence (5%)
	+ Realistic work plan and timeline to complete activities (10%)
	+ Applicants’ institutional capacity and relevant competences and experience (20%)
* Budget (cost effectiveness) (30%)

**Annex A**

***Project Document and Implementation Plan***

|  |
| --- |
| 1. Project Title |
|  |
| 2. Project Summary |
|  |
| 3. Currency of Project |
|  |
| 4. Amount Requested from OHCHR-ROCA for Implementation of Project |
|  |
| 5. Co-funding of the Project *(If total cost of the proposal is different from the 'Amount Requested from Entity' then please provide evidence of the secured additional funding* |
|  |
| 6. Field visit information  |
|  |
| 7. Duration of the Project *(Provide Project Start and End Date)* |
|  |
| 8. Context Analysis |
|  |
| 9. Main Objectives of the project |
|  |
| 10. Project Methodology *(Provide a brief explanation of how you will implement the project. Ensure to list all activities to be implemented)* |
|  |
| 11. Main Beneficiaries of the Project |
|  |
| 12. Provide project Monitoring plan. |
|  |
| 13. Provide a project evaluation Plan |
|  |
| 14. What risks do you foresee in the implementation of the project? Provide risk mitigation measures |
|  |
| 15. Project Staffing *(Provide the names and positions/responsibilities of the staff involved in the project)* |

 ***Annex B Activity Budget***

|  |
| --- |
| **DIRECT COSTS** |
| **Activity** | **Budget Item** | **Quantity** | **Unit Cost** | **Total Costs** | **Budget note** |
| **Activity 1:** | **Contractual Services** | XXXXX | XXXXX | XXXXX | XXXXX |
| **Activity 1:** | **Travel** | XXXXX | XXXXX | XXXXX | XXXXX |
| **Activity 1:** | **Supplies, Commodities, Material** | XXXXX | XXXXX | XXXXX | XXXXX |
| **Activity 1:** | **General Operating and Other Costs** | XXXXX | XXXXX | XXXXX | XXXXX |
| **Total Direct Costs** |  | **XXXXX** | **XXXXX** | **XXXXX** | **XXXXX** |
| **Programme Support Costs (X%)** |  | XXXXX | XXXXX | XXXXX | XXXXX |
| **TOTAL COSTS** |  | **XXXXX** | **XXXXX** | **XXXXX** | **XXXXX** |

1. In December 2024, the Committee against Torture adopted a List of Issues Prior to Reporting (LoIPR) for Kyrgyzstan. The State party’s written replies to the LoIPR, due by 3 December 2025, will constitute its fourth periodic report under the Simplified Reporting Procedure. By 4 November 2025, Kyrgyzstan is expected to submit its follow-up report on the 2022 Concluding Observations of the UN Human Rights Committee (HRC). In line with HRC procedures NHRIs may also submit independent follow-up information contributing to greater transparency and accountability. In 2024, the UN Special Rapporteur on the rights of persons with disabilities conducted a country visit resulting in recommendations that likewise require follow-up. Additionally, the UN Special Procedures have addressed over 10 communications to Kyrgyzstan, including the March 2025 Opinion of the Working Group on Arbitrary Detention, offering valuable guidance on compliance with international human rights norms. At the national level the Government is finalizing a new National Human Rights Action Plan (NHRAP) for 2025–2027 the implementation of which will need to be independently monitored. [↑](#footnote-ref-2)
2. <https://www.ohchr.org/sites/default/files/Documents/Countries/NHRI/GANHRI/SCA_MARCH_2012_FINAL_REPORT_ENG_WITH_ANNEXURES.pdf>. [↑](#footnote-ref-3)