

## TERMS OF REFERENCE

<b>Subject:</b>	<b>Establishment of two new ALE Centres in Kosovo</b>
<b>Client:</b>	DVV International Kosovo
<b>Project:</b>	Professionalization of Adult Education Centers in Europe
<b>Location:</b>	Kosovo
<b>Deadline for expression of interests:</b>	22.8.2022
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### BACKGROUND

DVV International is the international branch of the German Adult Education Association (DVV). It works worldwide to promote and support adult learning as a key to sustainable development and poverty reduction. Building on DVV's knowledge and experience as a national association of adult learning providers, DVV International seeks to develop and share best practices in the field of adult education. The country office of DVV International in Kosovo is working in the field of Adult Learning and Education (ALE) since 2005.

DVV International in Kosovo so far has offered its high contribution to the state and non-state decision-making partners for making high progress through adopting a comprehensive legislative framework, building the training capacities of state and non-state ALE providers, and increasing the participation of disadvantaged groups in ALE programs. Despite the great achievements and positive developments during the last years, still, the interpretation of the ALE concepts in Kosovo has not significantly evolved towards crossing age boundaries and promoting quality non-formal education and learning. Only small numbers of non-profit non-formal providers currently offer courses for professional and personal development as well as democracy and citizenship education.

### GOAL OF THE PROJECT

During the project period 2022-2024, DVV International in Kosovo will make efforts to build the first two pilot ALE Centres in Kosovo. Steps will be taken to extend the scope of non-formal programs not only for employment and labor market measures but also for more general skills like for example financial and digital literacy, political and citizenship education, personal development, etc. The two new ALE Centres, which will be established in two selected municipalities Prizren and Peja, are going to be based on experiences of the German VHS. To realize the successful launching of the two new ALE Centres (according to the VHS model from Germany) DVV International requires professional support from two experts selected by the VHS in Germany for drafting the concept of the two new ALE Centres in Kosovo. These two selected experts from VHS in Germany will work closely with two local experts from two municipalities in Kosovo, with Municipal Directorates of Education (MED) in Prizren and Peja and with the DVV International office in Kosovo.

### **1.1. Responsibilities of two German experts from VHS Germany**

The two German experts from elected VHS Germany will work closely with two national elected experts from municipalities Prizren and Peja, with office DVVI in Kosovo and Municipality Directorates for Education (MDA) in Prizren and Peja to establish the final concept of two new ALE Centres. The final concept for the two new ALE Centres in Prizren and Peja (according to the German VHS-Model, and the outcomes/recommendations from the research report prepared by both local experts) should be sent to the DVV International Office in Kosovo not later than 31 December 2022. Both German experts will be engaged also during the implementation phase until the launch of two new ALE centers in the two selected municipalities (Prizren and Peja), but not later than 30 December 2023.

To achieve their tasks they will undertake the following services:

- Use their experience working in one German VHS from a municipality (region) in Germany with similar numbers of inhabitants, and geographic and social resources comparable to the Kosovo municipalities in Prizren and Peja;
- Cooperate with DVVI office in Kosovo, for preparation of study visit of representatives from local governance - Prizren and Peja and Ministry of Education, in the elected VHS in Germany;
- Develop a sustainable concept together with local experts and MDEs for two new ALE Centres, based on their experiences and the research report for ALE carried out by the two local experts;
- Recommend the necessary support measures for the opening of two new ALE Centres (according to the outcomes from research reports in both municipalities, and based on the German VHS Model), like capacity building for new ALE Centres, efficient management, and reliable and transparent public promotion of the two new ALE Centres, etc.;
- Recommend steps that can be taken to secure cooperation, and sharing of resources between new ALE Centres in municipalities Peja and Prizren and selected VHS from Germany;
- Share good practices from VHS Germany with management and other staff of the new ALE Centres for flexible teaching and learning for adults;
- Offer the experience and professional support during the implementation phase, for two new ALE Centres, through the provision of tool-kits from VHS Germany;
- Recommendation to the two new ALE Centres of quality holistic ALE- training programs from VHS- Germany, which can be adapted in the Kosovo/municipality context;
- Provide training for management staff and engaged trainers in new ALE Centres for implementation of those programs within two new ALE Centres in Prizren and Peja.

### **1.2. Responsibilities of two local experts from municipalities Prizren and Peja**

The two elected local experts from municipalities Prizren and Peja, will work closely with two international experts from the VHS in Germany, MDA in Prizren and Peja, and the DVV International office in Kosovo, for drafting the concepts of the two new ALE Centres. To carry out the tasks they have to conduct the qualitative research report in municipalities Prizren and Peja, and submit it to the DVV International office in Kosovo.

To achieve these tasks they will undertake the following services:

- Provide the desks research for the relevant local literature on ALE, like local strategies, local legislation, and other sources required for conducting the ALE research in municipalities Prizren and Peja;
- Conduct ALE research in both municipalities ( Prizren and Peja );

- Identify how existing ALE infrastructure and capability can be used to establish the new quality ALE - Centres (based on the German VHS model) in municipalities Prizren and Peja;
- Identify the barriers in both municipalities to establishing new ALE-Centers and means to address these barriers;
- Identify the needs for education /training of disadvantaged adults groups, and local development imbalances in Peja and Prizren;
- Identify the approach of local stakeholders of education (Prizren and Peja) in supporting adult education;
- Identify existing ALE comprehensive local data about access in the adult education process;
- Identify target groups and their skills/knowledge needs, for participation in the new open non-formal courses within the two new ALE Centres;
- Writing and submission of a final research report to the DVV I office in Kosovo;

The research scope for both municipalities should be between 40-50 pages i.e. between 80-100 pages in total for the entire research for both municipalities. Both documents should be written in Albanian (and translated from DVVI in the English language). Other related tasks together with the DVVI office in Kosovo.

**TIME FRAME AND WORKING DAYS:** September 2022-December 2023, approx. 20 working days for each German expert, a total of 40 working days. The working days will also include travel and activities in Kosovo.

The process for the establishment of two new ALE- Centers (based on the German VHS – Model) is divided into two phases;

**2. Preparatory phase** (Mai 2022 – December 2022) – One research, (evidence-based policy) should be conducted in both elected municipalities, to make sure that the opening of two new ALE Centres (based on the German VHS – Model) will be based on evidence and existing conditions in both municipalities.

Furthermore, one **study trip** for the representatives of the municipalities (Municipal Directorates of Education-MDA) will be organized by DVV International in coordination with one selected VHS in Germany. This study trip aims to give more information to the local government authorities from Prizren and Peja and good practice examples of ALE Centres (VHS) from Germany. In the framework of this study trip, the study group members will meet representatives of elected VHS from Germany, and representatives of local education governance and get acquainted with the ways of collaboration. During this phase, the crucial role of the German experts will be to develop a sustainable concept for the two new ALE Centres, together with two local experts based on the experiences of VHS in Germany, and based on the research report for ALE carried out by two local experts from the municipalities of Prizren and Peja.

### **2.1. Research (evidence-based policy)**

Given the need for a general analysis of the current situation of adult education in municipalities Prizren and Peja, during 2022 research will be conducted which will offer a clear picture of the current situation on ALE in both municipalities (Prizren and Peja) and the necessary recommendations for successfully launching of two new ALE- Centers based on the German VHS-Model.

#### **Research Group's Task:**

The research group will consist of two local experts from the respective municipalities (one from Prizren and one from Peja) with support from the Coordinator of the DVVI office in Kosovo and MDEs Prizren and Peja. The task of the research group is to conduct research for the current situation in ALE in maintained municipalities and to provide the final research report to DVV International, and to the two German experts from VHS Germany, not later than 31 October 2022. The research group will meet on several occasions.

Most interactions between members will be conducted online, although in some instances the group will come together in a physical location.

**3. Implementation phase (February – June 2023)** – The implementation phase for the opening of two new ALE- Centers (based on the German VHS – Model), in two elected municipalities (Prizren, Peja), will start during the second half of 2023. This cooperation will start with the concluding of agreements according to which, the municipalities will be engaged through their MDEs for concept preparation for the two new ALE Centres and through the offering of the centers' permission to use the buildings which belong to the municipalities for free. This is crucial to involve the municipalities in the process from the very beginning and make them feel their responsibility for what is happening in the new ALE- Centres. The second step will be taken through technical preparation of the facilities provided by the respective municipalities, recruiting the professional staff, and development of the new ALE holistic programs, according to the results of the research made in the preparatory phase. (During the second step of the implementation process, the special supporting role will have both engaged experts from VHS Germany, which will offer their experience and professional support, through the provision of tool-kits from VHS Germany, provision of quality holistic training programs which can be adapted in the Kosovo context, staff training from two new ALE Centres in both municipalities, etc.

#### **4. EXPRESSION OF INTEREST**

Interested VHSs shall express their interest in the above-mentioned project activities by sending a brief letter to [ralija@dvv-international-ks.org](mailto:ralija@dvv-international-ks.org) and [brand@dvv-international.de](mailto:brand@dvv-international.de) explaining their motivation, program orientation, and expertise. In addition, VHSs may attach CVs of managers or teachers to support the notes on expertise.

Deadline: August 22, 2022

## Annex:

### Profile - Municipality of Prizren

The Municipality of Prizren is an administrative unit in the southern part of Kosovo, with an area of 640 km<sup>2</sup> and with 76 settlements and 178.112 inhabitants of which in Prizren are about 120.000 inhabitants.

It borders the Municipalities of Gjakova, Rahovec, Theranda, Strpce, and Sharr as well as Albania and North Macedonia.

The economy of the municipality of Prizren is mainly based on agriculture, trade, construction, and food processing - all private enterprises. Some 5,200 registered private businesses are operating in the municipality. The handicrafts of Prizren craftsmen are still known today for their high values. Oriental architecture today makes Prizren the most beautiful and most visited city in Kosovo.

The old part of the city is still in the style of past centuries, while the ancient castle hangs overhead, enhancing the beauty of this whole landscape. "DOKUFEST" is an international documentary film festival, which in recent years has gained a great reputation outside Kosovo. Before the violent conflicts of 1981-1999 and the Kosovo war, the municipality of Prizren had 7 public libraries with a total of 82,293 books. The main library in Prizren had 54,462 books, while the branches in Velezhë, Zhurë, Therandë, Lubizhdë, and Mamushë had 27,831 books. Even though Prizren has also been in a state of war, fortunately, libraries have survived the destruction. But the things of the libraries in Zhurë, Zymë, and Mamushë have been taken to the main library and they have not been put to work yet.

### Profile - Municipality of Peja

The Municipality of Peja is an administrative unit in Western Kosovo near the Rugova Canyon or Gorge. Rugova is a mountainous region entered through the North-West part of the city of Peja. In 2013 it became a National Park. Rugova is known for its natural environment and access to the mountains. The city is located 85 km. west of Pristina.

The municipality covers an area of 602 km<sup>2</sup> including the city of Peja and 95 villages; it is divided into 28 territorial communities. As of 2011, the whole municipality has a population of approximately 95.723, of which ca. 48.962 live in the city of Peja.

According to the 1991 census, the city's urban area had a population of 68.163 inhabitants and according to the 2011 census, around 49,000 people live in the city of Peja.

The vast majority of the inhabitants are Kosovo Albanians. Most Kosovo Serbs live in the village enclaves of Goraždevac, Belo Polje, and Ljevoša. There is also a large Bosniak community in the city of Peja and Vitimirica, while significant Roma, Ashkali, and Egyptian communities reside in urban and rural areas. Peja is rapidly developing significant tourist infrastructure.

Education in Peja is a system with no tuition or fees, mandatory for all children between the ages of 6-18. It consists of a nine-year basic comprehensive school (starting at age six and ending at the age of fifteen) secondary general and professional education commonly known as high school and higher education at Haxhi Zeka state University of Peja. Peja is the only city in Kosovo that offers high school education in arts and there is also a school for the visually impaired.