

**TERMS OF REFERENCE
for Steering Committee Members**

EU funded project “EU Civil Resilience Mechanism – Phase II: Support for Civil Society and Grassroots Organisations”

Background

The EU funded project “EU Civil Resilience Mechanism Phase II: Support for Civil Society and Grassroots Organisations” started its implementation on 15 January 2026 and will run for 24 months. Its aim is to further foster a vibrant civil society in the country by empowering democratic participation in policy and decision making and by promoting a culture that encourages fundamental rights and dialogue. The project’s purpose is to strengthen the enabling environment and capacities of civil society/grassroot organisations by providing in-kind support through its Civil Resilience Mechanism (EU CRM). As a result, actors will be able to better address key reform priorities in their communities, improve citizens’ resilience during frequent social changes, and effectively inform them about EU accession, sector reforms, and their impact on daily life.

To ensure strategic oversight, coordination, and inclusive governance, a Steering Committee (SC) is established as a multi-stakeholder body bringing together public institutions, the Contracting Authority, implementing contractor, and civil society representatives.

Purpose

The Steering Committee serves as the main strategic and advisory body of the project. It ensures:

- Strategic guidance and oversight of project implementation
- Alignment with EU priorities and national policies
- Promotion of an enabling environment for civil society
- Inclusive and participatory governance in line with the Human Rights-Based Approach (HRBA)
- Coordination among key stakeholders

Mandate

The Steering Committee shall:

- Provide strategic direction to the implementation of the EU CRM in-kind support
- Review and endorse key documents, including annual work plans and reports
- Monitor progress, performance, and risks
- Ensure alignment with national frameworks and EU standards
- Facilitate coordination among institutions, civil society, and other stakeholders
- Promote transparency, accountability, and integrity of the mechanism

Composition

The Steering Committee shall be composed of representatives of the:

- Delegation of the European Union (Contracting Authority - Chair)
- Contractor and Technical Assistance Team
- Relevant public institutions, such as, but not limited to the Ministry of Local Self-Government, Ministry of Social Policy, Demography and Youth and the General Secretariat
- Civil society representatives, including those advocating for the interests of municipalities at both national and local levels, as well as those engaged in business sector development
- Additional stakeholders as needed

Selection of CSO Representatives

Civil society representatives will be selected through an open and transparent call based on predefined eligibility and selection criteria. To safeguard integrity and avoid conflicts of interest, CSO representatives serving on the Steering Committee will not be eligible to receive EU CRM support during their mandate.

Preference may be given to CSOs whose inclusion contributes to strengthening the overall balance of the Steering Committee, through improved geographic representation (including organisations operating outside Skopje), thematic diversity, and a balanced mix of grassroots/local and more established organisations.

A CSO shall be eligible for consideration if it meets all of the following minimum requirements:

- Be legally registered and actively operating in the Republic of North Macedonia

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- Demonstrate alignment with democratic values, civic participation, fundamental rights, and EU principles and values
- Have proven experience in areas relevant to civil society development, policy engagement, monitoring, advocacy, or community work
- Demonstrate capacity to contribute at a strategic and oversight level
- Show commitment to gender equality, inclusion, and non-discrimination

Mandate of Members

The representatives of the public institutions will be appointed for the entire duration of the project. CSO representatives shall be appointed for a 12-month renewable period and shall not be eligible to receive EU CRM support during their mandate.

Integrity of Members

Members must declare absence of conflicts of interest and maintain confidentiality.

Roles and Responsibilities

The roles and responsibilities of the SC members are as follows:

- Contracting Authority: Chairs and provides oversight
- Contractor / Technical Assistance Team: serves as Secretariat, - Members: Provide strategic input and participate actively

Decision-Making

The SC operates by consensus or simple majority when needed.

Meetings

The SC shall meet at least every six months.

Secretariat and Language

The contractor serves as Secretariat, provides organisation, logistics and documentation (agenda and minutes of meetings)

The working language will be English, with interpretation in local language(s) to be provided as needed.