

Terms of Reference for Research Consultant

Study on “Mapping of initiatives aiming at the integration and inclusion of third countries nationals through libraries and local partnerships in Italy”

Type of study	Desk review – qualitative and quantitative study
Expected evaluation methodologies	Desk research, call for contributions, field research
Expected start/end dates	1 st August 2024 – 27 th October 2024
Deadline for receiving applications	24 th July 2024

I. About Biblioteche Senza Frontiere Italia

Biblioteche Senza Frontiere (BSF) Italia is an organization dedicated to improving access to information, education, and cultural resources for communities in need across Italy. It operates with the mission of reducing information inequality by providing books, digital tools, and educational programs to marginalised populations, including refugees, underprivileged youth, and isolated communities. By setting up mobile libraries, digital learning centers, and community hubs, BSF Italia fosters a culture of reading and lifelong learning. We collaborate with local and international partners to ensure that knowledge and learning opportunities are accessible to everyone, regardless of their socioeconomic status or geographic location.

II. About the LIBRI project

The Library Bridges (LIBRI) project, co-financed by the European Union through the Asylum, Migration and Integration Fund (AMIF), brings together six European organizations to enhance the role of libraries in the integration and inclusion of migrants and other vulnerable groups. These organizations are Bibliothèque Sans Frontières France & Italia, ANVITA, KIS, EBLIDA, ACV, and FRISI.

The project is implemented in France, Italy, Poland, Romania, and Latvia. It aims at developing partnerships between libraries, local authorities, and migrant associations to foster the integration of third-country nationals. It will also create one comprehensive guide and four practical toolkits for librarians to improve their interactions and services



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for migrants and vulnerable publics. Another guide regarding the creation of partnerships will also be designed.

The toolkits and guide produced by the LIBRI project will serve as valuable resources for librarians, enabling them to better support the integration and cultural inclusion of migrants and other vulnerable populations. Through these efforts, the LIBRI project seeks to strengthen the role of libraries as inclusive community spaces.

III. Background of the study

Before launching the implementation phase of the project in Italy, BSF Italia would like to understand the synergies and good practices that potentially already exist between libraries, local authorities and migrant associations in Italy. We would also like to have a better understanding of which cities have needs or are active on this topic. Other potential actors that are part of these synergies might be identified in the study.

This collection of good practices will allow BSF Italy to build on it and further develop these partnerships and/or create new ones in interested areas. All practices collected will also be shared with other partner organizations to inspire their action and help to the development of the toolkits and manual for librarians.

IV. Scope and objectives of the study

SO1 Review of the context

- Demographic profile of Italy and cartography of third country nationals' presence and status in Italy;
- Review of national policies/strategies on integration;
- Review of the competencies for the integration of TCN at the local and national authorities' level;
- Review of cities that could have interesting characteristics for the project;
- Review of the actor's ecosystem operating in favor of the integration of TCN;
- How do TCN perceive and use libraries?

SO2 Map existing synergies and good practices regarding the integration of TCN through Libraries



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- What are the existing initiatives from libraries existing in the country for TCN? What thematic do they work on?
- How do the different actors linked to immigration work together in these synergies?
- What are the results of these synergies and their impact on the integration of TCN. Are there good practices that could be replicated?

SO3 Identify existing barriers to libraries becoming actors of the integration of TCN

- Are there some limitations to the existing initiatives? How can they be overcome?
- What are the potential obstacles to libraries becoming actors in the Integration of TCN?
- What are the gaps to an impactful integration of TCN through libraries, and how can they be covered?
- How could synergies between actors solve these issues?

Selected areas:

The desk research and potential call for contribution should look for initiatives all over Italia. The field study should be conducted at least in 2 cities/Metropolitan areas. Ideally one should be identified as having good practices regarding the integration of TCN and the other as one facing more obstacles.

Definitions

TCN: Any person who is not a citizen of the European Union within the meaning of Art. 20(1) of TFEU and who is not a person enjoying the European Union right to free movement, as defined in Art. 2(5) of the Regulation (EU) 2016/399 (Schengen Borders Code).

Actors to be targeted: Head of library networks and librarians, Migrant Led associations, Ideally Migrants, Local authorities.

V. Envisaged methodology

- Desk research: The consultant will conduct desk research



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- A call for contribution of libraries will be launched in other countries the project will be implemented in. The consultant will be responsible for adapting the tools in Italian and analyzing the Data.
- Field research: Focus groups or participative workshops and Interviews with key actors targeted by the project. The consultant will work together with BSF Italia and other selected partners to identify and mobilize these actors.

The consultant is welcome to suggest adaptations to this methodology.

VI. Role and deliverables of the consultant

- 1) Further develop the research/mapping methodology.
- 2) Develop a paper in Italian and English, including a taxonomy of models of intervention for integration and inclusion of TCN through and in libraries and the development of local Strategies and Partnerships around libraires is the deliverable of the project.

The consultant will also be required to give all collected data to BSF Italia.

VII. Responsibilities of the Consultant

The study will be conducted by a consultant, or a consulting firm, who will have full responsibility for it. They can eventually assemble an appropriate team, suggesting collaborators of their choice and providing their CVs and diplomas. Upon validation of BSF, the selected team will work in partnership with the BSF Italia team.

The consultant's mandate includes:

- Ensuring the independence and impartiality of the study.
- Conducting all study-related activities in close collaboration with the Libri project staff and partners.
- Guiding and monitoring the planning and implementation process of the study.
- Ensuring adherence to execution modalities and the work plan schedule, proposing adjustments if requested by the sponsor.
- Ensuring the study is conducted in compliance with the sponsor's requirements.
- Ensuring the data collection is compliant with the EU regulations.
- Submitting an article presenting the result of the study.



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- Submitting a final article that took BSF feedback into consideration.

The consultant also agrees to adhere to BSF’s PSEA & vulnerable public protection policy.

The BSF Italy team will be involved at various stages of the study:

- Organizing the study scoping session.
- Approving the work plan, proposed data collection tools, and sampling of targeted population categories.
- Amending preliminary results presented by the consultant.
- Validating the final paper and disseminating it nationally and internationally.

VIII. Budget

12,000 EUR (excluding VAT)

IX. Timeframe and coordination

The study is expected to start on August 1, 2024 and finish on October 27, 2024.

Step	Expected deadline
Signature of the contract	July 31, 2024
Workplan submission and approval + data collection tools and methodologies	August 10, 2024
Desk Research	August & September 2024
Field mission	August & September 2024
First draft submission	October 10, 2024
Final paper submission	October 27, 2024

X. Application process

We are looking for applicants with the following profile:

- University qualification (Master's degree or higher) in anthropology, sociology, or socio-economics;
- Qualification and/or experience in the field of migration in Italy;
- Proven experience in conducting similar studies;
- Experience in using research tools and participatory methods;



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- Good knowledge of the study area;
- Fluent in Italian and professional proficiency in English;
- Excellent analytical, synthesis, and writing skills.

Application package:

- **Presentation of the Consultant and their potential team:**
 - o **Consultant:** CV including a description of completed projects, an example of writing/a sample work of at least 8 pages, and two professional references.
 - o **Team Members:** Their CVs.
- **Technical Offer:**
 - o Understanding of the study's stakes and the terms of reference.
 - o Proposed methodology (sampling, methods, tools or approaches, data management and collection, and analysis plan).
 - o Work plan specifying the allocation of workdays to the different phases of the study.
- **Financial Offer (all-inclusive):**
 - o The financial offer must include all costs related to the execution of the service.

The main selection criteria for the consultant are:

- Experience of the consultant and their team in the relevant theme and intervention area.
- Quality of the proposal and understanding of the proposed methodology.
- Timeline
- Financial proposal.

Please send your application to: bsfitalia@bibliosansfrontieres.org. The deadline for application is 24th July 2024.