

*Project on the Linguistic Integration of Adult Migrants (LIAM)*

**REQUEST FOR PROPOSALS**

The Council of Europe, based in Strasbourg, is an intergovernmental organisation composed of 47 member states and Europe's leading human rights organisation. In the context of its project on the Linguistic Integration of Adult Migrants ([LIAM](http://www.coe.int/lang-migrants)) the Language Policy Unit is preparing an Action Plan for 2016/2017 which includes the development of a **toolkit for volunteers** who provide linguistic and intercultural support for refugees/asylum seekers in various contexts.

The toolkit will be accessible via the Council of Europe's LIAM website ([www.coe.int/lang-migrants](http://www.coe.int/lang-migrants)). Its purpose will be to

- help volunteers to think about their roles as teachers and linguistic/intercultural mediators with no formal training in these areas;
- provide overall information about refugees' rights (this section would be complemented by local users);
- give them access to information about the languages of refugees (of a fairly general kind, for example, drawing attention to the existence of different writing systems, or to the fact that some languages can easily be understood by speakers of other – closely related – languages);
- provide guidance on issues such as
  - language course design
  - needs analysis
  - what untrained language teachers can do and what they should avoid
  - how to work with linguistically and culturally heterogeneous groups
- offer models of good practice (including videos).

In order to get this work started we are writing to ask whether you / your institution would be prepared to carry out one or both of the following pre-project activities:

- a) **a directory of existing websites** (in English-, German-, French or Italian-speaking countries) which are designed to support language teaching and intercultural activities provided by volunteers and NGOs.

The documentation and analysis should contain:

- basic information about the website: author/ institution, content, target group
- what it offers in the area of language/intercultural support
- a critical evaluation: for whom it is useful, whether the information given is correct, whether there are any political implications, how it is funded.

A template would be proposed by the Council of Europe.

- It would be important to know the timeframe within which you / your institution might be able to deliver such a directory, and how much financial support you would need to do this.

- b) **a concrete project proposal for the development of a toolkit** such as that briefly outlined above: the approach you would use as a guiding principle, the kinds of content, concrete texts, instruments or videos you would produce.

The proposal should contain an estimate concerning the timeframe and financial support needed and perhaps also mention institutions / persons who might be interested and qualified to produce such a toolkit.

- The development of such a project outline would be funded (to a limited extent) by the Council of Europe and it would therefore be helpful if you could let us know as soon as possible whether and under what conditions you are available and willing to prepare such a project proposal, and also, whether you/your institution or some other entity might be in a position to apply for this project.

An essential criterion to take into account is the adaptability of the toolkit to various national/regional contexts: the objective is to make the toolkit available to all 47 Council of Europe member states (although not all of them are directly concerned by the refugees issue). While the directory of websites would generally be language-specific and targeting countries where that language is used, the toolkit must be adaptable by national/regional users.

The LIAM project is carried out with the assistance of a [co-ordinating group](#): some of its members are ready to actively support such work. This support may include meetings with the experts concerned and perhaps also with people from countries for which such a toolkit might be of interest. While it is planned to offer the toolkit in several languages in due course, in the first instance it should be developed preferably in English or in French (the Council of Europe's official languages) but other languages can be considered after contacting us.

Please let us know by 15<sup>th</sup> January 2016 whether you are interested in contributing to this project and in which areas.