



TERMS OF REFERENCE

Job title:	Two (2) Local Consultants on Economic Development: <ul style="list-style-type: none">• One (1) Consultant on Economic Development• One (1) Consultant on green economy / low carbon and climate resilience
Duty Station:	<u>Ungheni Municipality</u>
Section/Unit:	EU4Moldova: Focal Regions Programme (EU-funded)
Type of Contract:	Individual Contract
Starting Date:	July, 2020
Duration of Assignment:	July 2020 – March 2021 (up to 110 working days / per each consultant)

Job Content:

I. BACKGROUND

The EU4Moldova: focal regions Programme (further Programme) is based on the European Commission Implementing Decision on the Annual Action Programme 2018 in favor of the Republic of Moldova and is funded by the European Union and implemented by the United Nations Development Programme.

The overall objective of the five-year Programme is to strengthen the economic, territorial and social cohesion in the Republic of Moldova through facilitating smart, inclusive, sustainable and integrated socio-economic development as well as improving the standards of living of the citizens in the focal regions: Cahul and Ungheni.

To this end, this Programme will address also the urban-rural divide and regional disparities, stimulate economic growth and job creation, refurbish and upgrade some social and technical infrastructure in selected areas (smaller towns and villages) while taking into account climate change and a gender perspective in all the activities of the Programme.

Specific objectives:

1. To strengthen transparency, accountability of local public authorities and people's participation in local governance processes in the focal regions.
2. To improve citizens' access to quality public services and utilities in the focal regions.
3. To create employment opportunities for men, women and youth in the focal regions and improve the attractiveness of the focal regions for investors and entrepreneurs.
4. To promote the smart specialization of the economy of the focal regions through the development of the clustering and value chain approach in key economic sectors.

The Programme objectives will be achieved through measures targeted at: (i) capacity building to support the implementation and monitoring of local economic development plans; (ii) civil

society engagement in local planning, governance processes and basic social service delivery; (iii) provision of investment funding in support of the creation and/or development of social and technical infrastructure which, combined with the outcomes from interventions (i) and (ii) above, will have an immediate, visible and tangible impact on employment creation, the standard of living of the population in the focal regions.

II. SCOPE OF WORK

To ensure adequate implementation of all planned activities, the Programme is seeking for 2 qualified and experienced local consultants to perform the assignment in Ungheni focal region:

- 1. One (1) Consultant on economic development**
- 2. One (1) Consultant on green economy / low carbon and climate resilience.**

The Consultants will work in a team, along with other local and national consultants, based on a comprehensive tailor-made methodology, which should be determined at the inception of activities with the support of an International Consultant on Low Carbon and Climate Resilient Economic Development.

The **overall objective** of the Consultants on Economic Development / green economy assignment (hereinafter Consultants) is to facilitate the process of capacity building of targeted focal regions to actively engage private sector into local development process:

- Provide support in organizing the preparatory activities for setting up of local participatory Low Carbon Economic Development (LCED) mechanism;
- Provide support in conducting of a Rapid Economic Appraisal of economic development opportunities in targeted focal region;
- Support local actors to harness the existing economic opportunities within a systemic implementation framework;
- On-going support and coaching to local public and private actors, in targeted focal region.

The consultants will carry out similar activities, the difference being that the first Consultant responsible for economic development will cover the activities related to general economic interventions and the second Consultant will be responsible for integrating and promoting of green and climate resilient economic growth and job creation approach.

Important Note: The applicants shall clearly indicate the position they are applying for:

Position 1: Consultant on economic development;

Position 2: Consultant on green economy / low carbon and climate resilience.

The candidates may apply for both positions, which will be clearly stipulated in the application letter, with the possibility to be selected for only 1 position.

Note: *The term of 'focal region' is used to define the broader area of Ungheni municipality (32 thousand inhabitants) and adjacent rural communities (to be further defined).*

III. TASKS AND ESTIMATED WORKLOAD

The assignment will require the completion of the following tasks:

Tasks, Activities & Deliverables <i>(provision of deliverables of required content and quality is the only criteria for consultant's payment)</i>	Estimated work volume <i>(used at the submission stage)</i>	Tentative timeframe <i>(subject to coordination/adjustment with EU4MD project team)</i>
I: Provide support in organizing the preparatory activities for setting up of local participatory Low Carbon Economic Development mechanism <ul style="list-style-type: none"> ✓ Provide support in setting up of Local Economic Team for the targeted focal region. ✓ Provide support to Local Economic Team in conducting the local stakeholders' analyses. Contribute to the identification of the most relevant and convergent representatives of local business sector (inclusively among migrants) and in-depth analyses of their possible roles and motivations to be engaged in further local economic development initiatives. ✓ Provide support in defining the 'functional economic area' / zone of economic interest (commuting patterns, business linkages, supply chains, utility expansion, etc.) of the targeted municipalities (based on a pre-defined indicators and under the guidance of International expert). ✓ Provide support to Local Economic Team to analyze the available local policy documents and elaborate the hypothesis related to the existing local economic development opportunities, possibilities and implementation capacities. 	up to 35 working days	
<u>Deliverable I: 1st Intermediate Progress Report</u> <ul style="list-style-type: none"> ✓ Report on contributions made in conducting the local stakeholders analyses, defining of 'functional economic area', and review of the existing policy documents at local level. 		August 15, 2020
II: Provide support in conducting of a Rapid Economic Appraisal of local economic opportunities and 'burning issues' in Ungheni focal region. <ul style="list-style-type: none"> ✓ Provide support in organization and conducting of workshops and individual interviews with the representatives of local business community; ✓ On-demand information gathering and liaison with local regional/national institutions and stakeholders; ✓ Collection of information on local strengths, unique handicrafts, local specialties, than can be capitalized. 	up to 30 working days	
<u>Deliverable II: 2nd Intermediate Progress Report</u> <ul style="list-style-type: none"> ✓ Report on contributions made in the process of conducting the Rapid Economic Appraisal 		September 30, 2020
III: Provide support in elaboration of the Low Carbon and Climate Resilient Economic Development Roadmap for the Ungheni focal region <ul style="list-style-type: none"> ✓ Provide support in the organization of the General Gathering of Local Business Community to debate the existing opportunities 	up to 35 working days	

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for re-building local economy and harnessing the income generation possibilities. ✓ Provide support in the elaboration of the Roadmap of Low Carbon and Climate Resilient Economic Development, as well as its publicity and visibility; ✓ Provide support in the organization of local Business Forum.		
<u>Deliverable III: 3rd Intermediate Progress Report</u> ✓ Report on contributions made in the process of elaboration of the LCED Roadmap and organization of Local Business Forum.		December 10, 2020
IV. Support local actors to initiate the implementation of Low Carbon and Climate Resilient Economic Development Roadmap to harness the existing economic opportunities ✓ Provide support to Local Economic Team in the implementation of the primary 'quick wins' and initiation of catalytic interventions - activities deriving from the 'LCED Roadmap'.	up to 10 working days	
<u>Deliverable IV: 4th Intermediate Progress Report</u> ✓ Report on contributions for the implementation of primary LCED 'quick wins' interventions. <u>Note 1:</u> The report will contain the narrative part on progress achieved with all deliverables attached (both in hard and digital versions).		February 28, 2021
<u>TOTAL workload per Consultant</u>	up to 110 working days	

Note: The indicated tentative timeframe has been estimated as being sufficient/feasible for the envisaged volume of work to be completed successfully and is proposed as a guideline for the duration of the assignment. The provision of the envisaged deliverables approved by the Programme shall be the only criteria for Consultants' work being completed and eligible for payment/s.

All activities under this assignment shall be performed in a gender-sensitive manner and applying human rights-based approach.

Language of the deliverables: All deliverables shall be submitted in Romanian.

Before commencing the work on the assignment, the Consultants will be invited to participate in the 2-day introductory Low Carbon and Climate Resilient Economic Development training (as a mandatory pre-requisite for implementing the assignment). In addition, they will be encouraged to participate in the program follow-up trainings and events, as well as in the program monitoring & evaluation sessions.

Methodological approach: The Consultants will follow strictly an in-depth Implementation Methodology, required by the Programme management.

IV. INSTITUTIONAL ARRANGEMENTS

The Consultants will work under direct supervision of Local Development Project Manager, in close cooperation with Project Officers – Coordinators for focal regions, and with support of a National Consultant on LED and an International Consultant on Low Carbon and Climate Resilient Economic Development. This is a home-based assignment. All travel expenses to/from duty station (Ungheni) are in the consultant's responsibility, the transportation costs shall be included in the consolidated financial offer. All the above-listed deliverables shall be endorsed by the Programme Manager within 14 calendar days from their submission.

V. PAYMENT FOR PROVIDED SERVICES

The payment for services will be made in tranches upon submission of deliverables stated in point III above and certification by the Programme Manager that the services were satisfactorily performed.

VI. QUALIFICATIONS AND SKILLS REQUIRED

The following qualification criteria shall be applied for the selection of the consultants:

Education:

- University degree in economics, engineering, sociology, public administration or other relevant field.

Experience:

- At least 5 years of practical experience in the fields related to local economic development (working with public and/or private actors).
- At least 5 years of work experience with the relevant multi-stakeholder economic environment in the targeted focal region (*evidence: list of relevant institutions the Consultant has been cooperating with, including the topic and year must be presented together with the application package*).
- Experience in facilitation, coaching, mentoring and/or delivering trainings in the field of local economic development;
- Experience of working with UN agencies and/or international organizations, and/or European/donor funded development projects/programmes will be considered a strong asset.
- Relevant expertise in the field of low-emission and climate resilience economic growth / green economy, will be considered an asset.

Competences:

- Demonstrated capacity of team-orientation work, excellent planning and organizational skills;
- Good interpersonal skills, solid judgment/decision making, initiative and creativity;
- Ability to analyse, plan, communicate effectively organize and meet expected results, adapt to different environments (cultural, economic, political and social);
- Ability to achieve results and deadlines in a timely manner, maintaining a high standard throughout;

- Knowledge and skills of operating MS Office, including Word, Excel, PowerPoint;
- Fluency in Romanian and Russian. Knowledge of English will be considered an asset;
- Proven commitment to the core values of the United Nations, in particular, respecting differences of culture, gender, religion, ethnicity, nationality, language, age, HIV status, disability, and sexual orientation, or other status.

The United Nations Development Programme in Moldova is committed to workforce diversity. Women and men, persons with different types of disabilities, LGBT, Roma and other ethnic, linguistic or religious minorities, persons living with HIV, as well as refugees and other non-citizens legally entitled to work in the Republic of Moldova, are particularly encouraged to apply.