

Migration and Local Development Project

Terms of Reference

Job title:	National Consultant on Local Economic Development
Duty Station:	Chisinau Moldova
Section/Unit:	Migration and Local Development Project (MiDL)
Type of Contract:	Individual Contract
Starting Date:	March 1, 2021
Duration of Assignment:	375 working days (within the period of March 2021 – December 2022)

Job Content

I. BACKGROUND

Migration still remains an overwhelming issue in the Republic of Moldova, with a decisive impact both, at national and local level. According to various sources, overall 1/4 of the country's population is still residing abroad. The rural area of the country is particularly affected, as it loses its economically active population in favor of international labor migration and with it, its long-term development perspective. On the other side, remittances continue to make a difference and create significant dependence. The Moldovan Government (GoM) acknowledges that, if addressed and managed properly, human mobility can bring many opportunities, changes and improvements in the country. Due to the Swiss development support, the GoM migration policy focus shifted from a management and control perspective to capitalizing on the opportunities provided by migration.

Building on the positive experience from 2016-2019, a new 4-year (2019-2022) phase of 'Migration and Local Development Project' has been decided to be implemented, with the financial support being provided by the Swiss Agency for Cooperation and Development.

A special focus of the project consists in devising and piloting of tailor-made and innovative solutions to boost local economic development in the Republic of Moldova, through promoting of an active engagement of private sector and building effective partnerships between local public authorities and local businesses. In this context, there were selected 35 target-municipalities to be supported to actively engage with local private sector stakeholders, aiming to promote innovative and efficient local economic development initiatives.

In this context, MiDL has initiated the assistance of beneficiary-municipalities to devise and initiate the implementation of 25 innovative LED catalytical interventions (valuing \$4,8 M, inclusively \$3,3 M mobilized from local stakeholders and \$1,5 M co-financed by MiDL), aiming to support the expansion of 48 existing local companies and to develop over 50 new start-ups, which targets the creation of over 1,000 new jobs and increased income opportunities for over 10,000 inhabitants.

II. SCOPE OF WORK

The **overall objective** of the National Consultant on Local Economic Development assignment (hereinafter Consultant) is to facilitate the private sector pro-active engagement within the local development process of approximately 32 target municipalities throughout Moldova. In this regard, the Consultant is expected to deliver the **following tasks**:

- Support the capacity enhancement activities in the field of local economic development for the representatives of selected pilot LPAs.
- Support the MiDL Project Management in the coordination of the implementation of 25 pilot LED investment initiatives, in partnership with local stakeholders, to foster job creation and income generation activities.
- Support in the conceptualization of the project experience into innovative knowledge management products on Local Economic Development.

To ensure adequate implementation of all planned activities, MiDL/UNDP is seeking one qualified and experienced national consultant to perform this assignment. The assignment will require the completion of the following tasks:

Tasks & Activities	Working Days/ Amount	Due date
<p>I: Support the capacity enhancement activities in the field of local economic development for the representatives of 32 target - LPAs:</p> <ul style="list-style-type: none"> ✓ Support MiDL Project Management in conceptualizing and road-mapping the LED interventions in the post-granting implementation period. <ul style="list-style-type: none"> - Elaborate and consult the methodology of LED interventions of MiDL Project in the post-granting period (May 2021 – December 2022) - Support in elaboration and endorsement of the Terms of References for local facilitators for the post-granting implementation period within the MiDL Project. ✓ Provide methodological guidance and day-by-day coaching to a group of MiDL regional facilitators to implement the private sector engagement activities in the local development process in target municipalities <ul style="list-style-type: none"> - Methodological coordination in elaboration and implementation of LED road maps in target municipalities - Methodological coordination in the process of LED investment interventions implementation. - On demand specific assistance for individual interventions ✓ Assist in preparation and delivering of specific tailor-made trainings on the following subjects (but not limited to): <ul style="list-style-type: none"> - Rural tourism development: destination management and promotion, fostering touristic services - Local branding - Investment promotion and attracting new businesses - Supporting existing businesses - Supporting new startups - Public-private partnerships - Clustering and value chain promotion - LED policies at local level 	<p>Deliverable 1 12 days ***</p> <p>Deliverable 2 30 days ***</p> <p>Deliverable 3 42 days ***</p> <p>Deliverable 4 30 days ***</p> <p>Deliverable 5 43 days ***</p> <p>Deliverable 6 42 days ***</p> <p>Deliverable 7 13 days ***</p>	<p>Deliverable 1 May 15, 2021 ***</p> <p>Deliverable 2 May 15, 2021 ***</p> <p>Deliverable 3 August 1, 2021 ***</p> <p>Deliverable 4 December 15, 2021 ***</p> <p>Deliverable 5 March 1, 2022 ***</p> <p>Deliverable 6 October 15, 2022 ***</p> <p>Deliverable 7 December 15, 2021 ***</p>

Tasks & Activities	Working Days/ Amount	Due date
<p>Deliverable 1:</p> <ul style="list-style-type: none"> ✓ Methodological Roadmap on LED interventions in the post-granting implementation period ✓ Draft TORs for local facilitators in the post-granting implementation period <p>Deliverable 2:</p> <ul style="list-style-type: none"> ✓ Intermediate Report #1 on methodological coordination, capacity building and coaching process of local facilitators in supporting LED interventions in 33 targeted municipalities <p>Deliverable 3:</p> <ul style="list-style-type: none"> ✓ Intermediate Report #2 on methodological coordination, capacity building and coaching process of local facilitators <p>Deliverable 4:</p> <ul style="list-style-type: none"> ✓ Intermediate Report #3 on methodological coordination, capacity building and coaching process of local facilitators <p>Deliverable 5:</p> <ul style="list-style-type: none"> ✓ Intermediate Report #4 on methodological coordination, capacity building and coaching process of local facilitators <p>Deliverable 6: Intermediate Report #5 on methodological coordination, capacity building and coaching process of local facilitators</p> <p>Deliverable 7:</p> <ul style="list-style-type: none"> ✓ Report on organization and implementation of capacity building activities for the representatives of MiDL – beneficiaries. 		
<p>II: Support the MiDL Project Management in the process of coordination the implementation of 25 pilot LPAs LED investment initiatives, in partnership with local stakeholders, to foster job creation and income generation activities:</p> <ul style="list-style-type: none"> ✓ Coordinate the reporting process by the grant recipients, based on signed Grant Agreements and HACTs. <ul style="list-style-type: none"> - Coordinate the process of elaboration and submission of intermediate progress reports - Draft the template and coordinate the process of elaboration/submission of final progress reports ✓ Elaborate the evaluation reports on implementation of the pilot LED investment initiatives. <ul style="list-style-type: none"> - Elaborate the preliminary assessment of achieved results - Elaborate the ex-post impact assessment report <p>Deliverable 8:</p> <ul style="list-style-type: none"> ✓ Report on achieved results related to the in implementation of LED interventions (aggregated and individual results). <p>Deliverable 9:</p> <ul style="list-style-type: none"> ✓ Impact assessment Report of LED investment interventions (individual and aggregated approaches). 	<p>Deliverable 8 43 days</p> <p>***</p> <p>Deliverable 9 42 days</p>	<p>Deliverable 8 October 15, 2022</p> <p>***</p> <p>Deliverable 9 August 1, 2022</p>

Tasks & Activities	Working Days/ Amount	Due date
<p>III: Support in the conceptualization of the project experience into innovative knowledge management products on Local Economic Development based on organic approach (Participatory Appraisal of Competitive Advantage):</p> <ul style="list-style-type: none"> ✓ Conceptualization of the MiDL methodology on Local Economic Development ✓ Elaboration of the LED practical Guideline for further replication. ✓ Support Project Management in conceptualizing and dissemination of archived LED success stories. <p>Deliverable 10</p> <ul style="list-style-type: none"> ✓ First (preliminary draft) of the tailor-made Methodology for promoting Local Economic Development in (based on applying organic approach in Moldova) <p>Deliverable 11</p> <ul style="list-style-type: none"> ✓ Final draft of the tailor-made Methodology for promoting Local Economic Development in (based on applying organic approach in Moldova) 	<p>Deliverable 10 42 days ***</p> <p>Deliverable 11 35 days</p>	<p>Deliverable 10 May 15, 2022 ***</p> <p>Deliverable 11 December 15, 2022</p>
<p>IV: Deliver a final Activity Report on all activities under these Terms of Reference</p> <p>Deliverable 12:</p> <ul style="list-style-type: none"> ✓ Final Combined Progress Report <p><u>Note:</u> The report will contain the narrative part on progress achieved with all deliverables attached (both in hard and digital versions).</p>	<p>Deliverable 12 1 day</p>	<p>By December 15, 2022</p>

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

Organizational settings: The Consultant will report to MiDL Project Manager.

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

Travel: All travel expenses to target communities are in the **responsibility of MiDL** and **shall not be included in the financial offer**.

Performance evaluation: Consultant's performance will be evaluated following such criteria as: timeliness, responsibility, initiative, communication, accuracy, and quality of the products delivered.

I. QUALIFICATIONS AND SKILLS REQUIRED

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

Education:

- University degree in the relevant field (*economics, finances, development studies, local development, etc.*).
- Specialized LED trainings will be an advantage

Experience:

- At least 10 years of practical experience related to local economic development

- Advanced experience related to implementing organic LED methodology (PACA - Participatory Appraisal of Competitive Advantage) methodology (at least 2 projects/assignments)¹
- Experience in promoting activities related to the engagement the migrants' into the local development initiatives

Competences:

- Good knowledge of private sector development context in Moldovan communities
- Knowledge and skills of MS Office, including Word, Excel, PowerPoint;
- Excellent command of English, Romanian and Russian.

Abilities:

- Demonstrated capacity of team-orientation work, excellent planning and organizational skills;
- Good communication and writing skills
- Sensitivity and respect for human rights and gender equality
- Ability to achieve results and deadlines in a timely manner, maintaining a high standard throughout;
- 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

VI. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

1. **Proposal** explaining the approach and methodology to be used for the implementation of the tasks described in the ToR. Also, describe how applicant responds to each of the qualification requirements and why he/she is the most suitable for the work.
2. **Personal CV** including records on past experience in similar projects/assignments and concrete outputs obtained.
3. **Financial proposal** in USD, specifying a total lump sum amount and the number of anticipated working days, incorporated in the Offeror's Letter to UNDP confirming interest and availability for the Individual Contractor (IC) assignment, and at least 3 reference persons.

The United Nations Development Programme in Moldova is committed to workforce diversity. Women, persons with disabilities, Roma and other ethnic 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.

¹ E.g. www.mesopartner.com/knowledge-resources/methodologies/paca/