

### **Terms of reference**

<b>Job title:</b>	National Consultant in Environmental Fiscal Reform (EFR)
<b>Duty station:</b>	Chisinau, Moldova
<b>Reference to the project:</b>	Strengthening capacities to undertake Environmental Fiscal Reform to meet national and global environmental priorities
<b>Contract type:</b>	Individual contract
<b>Expected workload:</b>	60 days
<b>Duration:</b>	September 2014 – September 2015

### **I. BACKGROUND**

The GEF funded “Environmental Fiscal Reform Project” (EFRP) was launched in 2011 and sets out to build capacities for implementing environmental fiscal reforms (EFR) that will produce increased national and global environmental benefits through the adoption of selected subsidies, fees, fines, taxes and other appropriate fiscal instruments.

This project sets out to build capacities for implementing environmental fiscal reforms (EFR) that will produce increased national and global environmental benefits through the adoption of selected charges, subsidies, fees, fines, taxes and other appropriate instruments. It will initiate and pilot EFR instruments targeted to meeting Rio Convention objectives and ensure their integration within national plans and policies, especially in national taxation and decentralization process in Moldova. The reforms will focus on creating conditions, financial incentives and disincentives, and decreased opportunity costs to undertake actions that deliver environmental outcomes. The expected outcome is that EFR will be adopted as an important element of Moldova’s development policy, whereby improved economic, financial and fiscal instruments and their use would strengthen regulatory and other approaches to environmentally sound and sustainable development, with a particular emphasis of meeting obligations under the three Rio Conventions (Climate Change, Biodiversity, and Desertification). The project will also contribute to and complement a broader national decentralization reform process, including policy planning at the national level, redesigning of competencies and responsibilities of local and sub-national governments and reforming local government revenue systems.

One of the objectives of the project is the improved management and performance of the National Ecological Fund (NEF) including project cycle management, which is the main financing source in the environment sector. With the support of the project, the Ministry of Environment initiated a comprehensive reform of the National Ecological Fund, in view of ensuring the sustainability and functionality of the Fund as an effective tool for financing the implementation of environmental policies and strategic priorities in Moldova. The new draft Regulation and Operational Manual for the National Ecological Fund brings best international practices for public environmental expenditure and project cycle management. The project strategy of focusing in parallel on strengthened capacities of the Ministry of Environment and other environmental authorities for environmental programming and medium-term expenditure planning seems most suitable, specifically in view of the possibility that with the upcoming changes in the national public finance

legislation the allocations to the NEF and the sector in general will have to be solicited through the general budget process. This will require significantly improved skills of the Ministry of Environment to ensure an adequate level of financing in the sector.

## **II. OBJECTIVE OF THE ASSIGNMENT**

GEF EFRP seeks National Consultant in EFR (hereinafter Consultant) in order to support the design and the implementation of the environmental fiscal reform in specified areas: pollution charge system and policies, subsidy system in agricultural and energy sectors, planning, budgeting and management and prioritization strategies of NEF, EFR integration in existing policies and plans on central and local level development and other relevant issues and others as required. Such tools as training programs, study visits, on-going coaching and mentoring, benchmarking, desk and peer review will be used.

The Consultant will report directly to the project manager EFRP UNDP. The Consultant with support of the CO will obtain the appropriate national policy documents and access the appropriate stakeholders for consultation on the project implementation. The Consultant will work with all other involved international and/or national consultants.

## **III. TASKS.**

The assignment will require the completion of the following tasks:

### **1. Policies Development for EFR implementation**

- Assist the involved international and local consultants in the formulation of EFR policy documents and elaboration of the roadmap for EFR implementation with focus on the development of agricultural and energy sectors, local public administration reform, budgetary reform, etc. and other initiatives;
- Participate in discussion of recommendations of specific sectorial analysis and reports in order to determine together with interested stakeholders which are feasible to implement and have the best outputs from the economical, fiscal, social and environmental point of view;
- Provide inputs to the analysis of International and local Consultants on pollution charge system improvement, energy and agriculture sectors subsidies improvement;
- Conduct a feasibility assessment for EFR implementation, including subsidies systems in agriculture and energy sector, reform of pollution charge system with a focus on sub-national level, based on analysis of legal and institutional framework provided service providers.

### **2. Capacity Building and Project Monitoring and Evaluation**

- Assist in the elaboration of training needs assessment for EFR implementation for relevant Governmental institutions;
- Provide support in project M&E, reporting, final review and reporting; Review reports of international and national consultants and provide a comprehensive guidance and technical contributions to EFR. Provide a technical quality control service to the project throughout the implementation;
- Work closely with the Project Manager in coordinating and facilitating inputs from Government agencies, partner organizations, subcontractors, and national and international experts in a timely and effective manner to elaborate selected reform proposals which should be harmonized with budgetary planning processes;

- Provide technical assistance for creation and supporting the activities of the National EFR Commission; communicate and cooperate with others international organizations which support EFR implementation in order to ensure synergy and coordination.

#### **IV. DELIVERABLES, ESTIMATED WORKLOAD AND TIMEFRAME:**

The assignment should be carried out within a period of 12 months, not exceeding 60 working days.

	<b>Deliverable</b>	<b>Deadline and workload</b>
1	Monthly report on preformed activities	Monthly
2	Recommendations for roadmap for EFR implementation	October 15, 2014, 10 days
3	Assistance in elaboration of training needs assessment for Governmental institutions representatives required for EFR implementation	November 10, 2014, 5 days
4	Feasibility assessment for EFR implementation	December 5, 2014, 10 days
5	Review reports and provide a comprehensive guidance and technical quality control and contributions	July 1, 2015, 20 days
6	Monitoring the progress made by the project against the established indicators on a quarterly basis	July 25, 2015, 5 days
7	Participation in project-related discussions	August 20, 2015, 10 days
8	Final Activity report	August 25, 2015

All deliverables shall be endorsed by the GEF/UNDP Project Manager.

#### **Management Arrangements:**

Consultant will work under the overall guidance of the UNDP EFR Project Manager, in coordination with the Ministry of Environment of Moldova. The Contractor will report to the UNDP EFR Project Manager.

#### **Financial arrangements:**

Payment will be disbursed in six instalments upon submission and approval of the final documents as specified under 'Deliverables and Timeframe' section and certification by the Project Manager, and UNDP Portfolio Manager, that the services have been satisfactorily performed.

#### **V. QUALIFICATIONS AND SKILLS REQUIRED**

##### Academic Qualification:

- University degree in environmental management, public finance, economics, or a closely related field.

##### Experience:

- Proved knowledge of the environment sector problems and development as well as financing needs and constraints in the sector;
- Be familiar with the environment financing instruments used in Moldova;
- Demonstrated in-depth knowledge of legal and institutional framework of NEF operation;
- A minimum of 5 years work experience in environmental financing and/or improved operation of sectorial funds;

- Established network of contacts with key project stakeholders, especially on national level;
- Experience in legal and institutional framework improvement;
- Experience in working and collaborating with governments is a strong asset;
- Previous work experience with UNDP is an advantage.

Language:

- Good Knowledge of Romanian and English, oral and writing skills are essential.

Competencies:

*Technical work*

- Thorough understanding of environmental financing instruments.
- Demonstrated knowledge and expertise in governance and operational management of Environmental Funds.
- In depth knowledge and experience on project cycle management.
- Experience in drafting strategic documents and legal framework proposals.

*Partnerships*

- Maturity and confidence in dealing with senior and high-ranking members of international, regional and national institutions.
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability.
- Good oral communication skills and conflict resolution competency to manage inter-group dynamics and mediate conflicting interests of varied actors.
- Excellent written communication skills, with analytic capacity and ability to synthesize project outputs and relevant findings for the preparation of analytical documents.

*Results*

- Promotes the vision, mission, and strategic goals of UNDP.
- Builds strong relationships with clients, focuses on impact and result for the client and responds positively to feedback.

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.