



TERMS OF REFERENCE

Job title:	International Consultant in the field of strategic planning
Reference to the:	EU funded "Support to Agriculture and Rural Development (SARD) ATU Gaguzia and Taraclia rayon" project implemented by the UNDP
Type of Contract:	Individual Contract (IC)
Duration of Assignment:	November 2016 – February 2017 (25 working days including field mission)

A. BACKGROUND

The overall objective of the project is to encourage confidence building in ATU Gaguzia and Taraclia district, including neighbouring communities, through improved rural development opportunities leading to enhanced competitiveness of the agro-food sector, promotion of local entrepreneurship, creation of jobs, and raising incomes. The project has the following components:

- 1: Enhanced Dialogue and Community Empowerment;
- 2: Local entrepreneurship and SMEs development;
- 3: Small-Scale Infrastructure Refurbishment and Promotion of Inter-Municipal Cooperation.

The project will be implemented in line with the confidence building approach, connecting region's authorities and structures to the national ones, facilitating dialogue and inclusion in development of national strategies, as well as connecting neighboring villages/small towns through inter municipal (territorial) cooperation.

The intervention supports the implementation of national development priorities, while responding to challenges of European Union driven reform. It is built on the priorities of the Government Programme 2015-2018, the National Development Strategy Moldova 2020, the National Agriculture and Rural Development strategy, the National Decentralization Strategy 2012-2015, the United Nations Partnership Framework (for 2013-2017), Moldova 2020, Strategy for SMEs development 2020, National Regional Development Strategy 2014-2020, National Strategy on Water Supply and Sanitation and National Waste Management Strategy.

Specific background

Moldova has recently made important steps in establishing and strengthening the strategic management mechanisms and tools at the national and regional level. The Government designed the country development strategy, "Moldova 2020," set up the Medium Term Budgetary Framework, and established the framework for regional development policies and sectoral policies. The strategy on agriculture and rural development for the period of 2014-2020 have been developed and approved in June 2014. The Regional Development Council of Gaguzia was established in October, 2015. However, there is a lack of strategic development vision of the regions for the period 2016-2020. The Socio-Economic Development Strategy (SEDS) of Gaguzia for the period 2017-2022 in the process of development.

Hence, based on the needs, and considering the importance for the overall development of the region, support for the development of the new Strategy for Socio-Economic Development (SEDS) of ATU Gaguzia initiated. A model of inter-sectorial cooperation, aimed for at national level, will be

piloted at the Gagauzian autonomy level, contributing to a comprehensive and holistic approach towards rural development and agriculture.

The EU-funded "Support to Agriculture and Rural Development (SARD)" project implemented by UNDP hired the Institute for Development and Social Initiatives (IDIS) "Viitorul" (IDIS) to support ATU Gagauzia to develop socio-economic development strategy in an integrated manner that will help the ATU GAGAUZIA to prioritize its actions and establish a development path for its region in correlation and in context with the national strategies of Republic of Moldova. The development strategy will be used by the local public authorities as a real public policy instrument in solving problems at the region level and will ensure its sustainable development in the long term perspective based on established SMART measures, outcomes and other indicators.

Given the above mentioned, the SARD project seeks an International Consultant who will assist the IDIS with the peer-review of drafted SEDS of ATU Gagauzia.

B. SCOPE OF WORK

The overall objective of the assignment is to provide substantive expert consultancy and peer-reviewing of the draft Socio-Economic Development Strategy of ATU Gagauzia and the Action Plan for 2017-2022 (hereinafter SEDS) designed by the Institute for Development and Social Initiatives (IDIS) "Viitorul" (IDIS) in line with regional development strategy and international standards.

The international technical consultant in strategic planning will evaluate and provide recommendations for the socio-economic development strategy's goals, objectives, and corresponding performance measures. This may require analysis and facilitation of focus groups/workshops/roundtables to ensure that the plan meets region's expected requirements and opportunities.

The main objective of this assignment for the International Consultant (hereinafter Consultant) is to:

- i) Support the IDIS in formulating a coherent, well-structured, analytical and fine-tuned policy document by providing advanced peer-review of the drafted SEDS;
- ii) Provide recommendations for improvement of the per-final drafted SEDS and proposed action plan
- iii) Peer-review the final version of the draft document of SEDS;

C. TASKS AND ESTIMATED WORKLOAD

The assignment will require the completion of the following tasks:

Tasks and Activities	Estimated workload (days)
1. Proving advanced peer-review of the context, formulation of policy challenges, sectoral assessment, mission, vision, principals, goals, priorities and objectives, conclusion and recommendations drafted by IDIS on Socio-Economic Development Strategy of ATU Gagauzia for 2017-2022 period.	5
2. Provide peer-review and recommendations for improvement of the per-final drafted SEDS and proposed action plan, particularly: a) providing comments and recommendations on the SWOT analysis, b) providing comments and recommendations on the quality of action plans; (During this task period 5-days field mission planned)	10
3. Review the final version of the draft document of SEDS that shall include the feedback from local public authorities of UTA Gagauzia (including all parts of the policy document: context analysis, priorities and objectives, SWOT analysis, Action Plan, monitoring and evaluation matrix, etc.) and provide recommendations for improvement.	5
4. Submit the final report	5
Total up to	25 (including 5 days in the field)

D. DELIVERABLES AND TIMEFRAME:

The assignment should be carried out within a period of 3 months, not exceeding 25 working days.

Deliverables	Timeframe
1. Review of draft SEDS	15 December, 2016
2. Provide peer-review and recommendations for improvement of the pre-final draft document of SEDS	25 January 2017
3. Review of final draft SEDS document and Action Plan	10 February 2017
4. Final Progress Report	20 February 2017

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. It cannot and shall not be used as unique criteria for completion of work/assignment. The provision of the envisaged deliverables approved by the SARD shall be the only criteria for International Consultant work being completed and eligible for payment. All deliverables shall be developed and submitted in English while the final report shall be submitted in electronic and hard copies.

Payment schedule

Deliverable	Payment, % of contract value
Deliverable 1	20%
Deliverable 2	30%
Deliverable 3	20%
Deliverable 4	30%

E. MANAGEMENT ARRANGEMENTS:

This activity will help the ATU GAGAUZIA to prioritize its actions and establish a development path for its region in correlation and in context with the national strategies of Republic of Moldova. To fulfil the bellow-mentioned tasks the International Consultant will work with IDIS team as well as with SARD project team. The International Consultant will provide guidance to the IDIS and the team of SARD project component officers and consultants and ensure overall quality of the policy document.

This particular consultancy will be coordinated by IDIS and co-coordinated by UNDP together with EU.

F. QUALIFICATIONS AND SKILLS REQUIRED

Qualifications:

- University Degree in agriculture economics or related fields, social sciences, public administration, public policy or related areas.

Experience:

- Minimum of ten years' relevant experience in EU rural development and agricultural policy and professional working experience in the field of strategy development;
- Proven experience in developing analytical reports, providing support and consultancy to public, reginal/local institutions in developing strategic policy documents, particularly in the field of agriculture and rural development; in macro-economic and data analysis;
- In depth knowledge of EU agriculture and rural development programmes and policies and experience in agriculture and rural development sector in Southeast European countries;
- Previous experience in development assistance or related work for a donor organization, consulting company, or NGO.

Competencies:

- Demonstrated capacity of team-orientation work, excellent planning and organizational skills;
- Strong, research, communications and writing skills;
- Fluency in English and knowledge of local languages (Romanian and Russian) is an asset;
- Sensitivity and respect for sustainable development, human rights and gender equality;
- Ability to deal with people with tact and diplomacy
- 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.

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.