Terms of Reference

Backstopping for RECONOMY program on Environment & Climate Change Integration

Background

In partnership with the Swedish International Development Cooperation Agency (Sida), HELVETAS Swiss Intercooperation is leading a regional inclusive and green economic development program, RECONOMY, in 12 countries in Eastern Partnership (Armenia, Azerbaijan, Georgia, Ukraine, Moldova, Belarus), and the Western Balkans (Kosovo, North Macedonia, Albania, Montenegro, Serbia, and Bosnia and Herzegovina).

While the program is considered one for the 12 countries, the thematic focus for Western Balkans and Eastern Partnership countries slightly differs based on the economic and political dynamics of the region. What unites the program is the vision for change aiming at inclusive and green economic opportunities that build on common problems and common opportunities for the target group – women and youth, including the most disadvantaged and excluded. The program was launched in 2020 with the inception phase that ended for the Eastern Partnership countries in December 2022 and will end in March 2023 for the Western Balkans. The main phase is foreseen for four years.

To achieve the overarching objective, RECONOMY works along three workstreams:

- Increasing the (self)employability and income generation of target groups by improving formal and informal training offer. Ensure the training is improved and available to the target groups and ensure strengthened and diversified intermediation.
- Improvement of business and financial services to help enterprises grow, invest, and create more/new economic opportunities.
- Improving advocacy in the areas of policy, regulatory, legislative, and administrative to help target groups and enterprises increase their participation and voice to advocate for better economic opportunities.

The Market Systems Development (MSD) approach guides the implementation of RECONOMY. Central to the application of the MSD approach is working through a variety of market actors (both public and private) and supporting behavioral changes which will lead to long-term improvements in their performance, ultimately benefitting the target groups. The program plays a facilitative role in this process, acting as an agent stimulating improvements in the way in which market actors within the system perform their functions.

RECONOMY pays special attention to environmental constraints, opportunities for green growth, and building resilience of businesses and communities. By mainstreaming environment and climate

change, RECONOMY aims to enable access to green skills required for just and inclusive green transformation, leverage the opportunities for green innovation in business models, build the resilience of businesses facing the climate and other environmental risks, and encourage the policy reforms leading to an accelerated transformation of the EaP and the Western Balkan economies in alignment with the Paris Agreement and the European Green Deal.

The objective of the backstopping

The Environment & Climate Change Integration procedure was developed and tested during the Inception Phase of the RECONOMY program. It aims to operationalize the strategic commitment of the program towards creating green employment opportunities for the program's target group and is based on the key requirements and guidelines of the Sida Green Toolbox, as well as relevant best practices of other agencies (such as SDC's CEDRIG and USAID's Climate Risk Management guidance). The detailed description of the procedure, as well as internal templates and other supporting documents will be provided to a selected consultant.

The objective of the backstopping assignment is to provide support to the ECC Lead on improving the Program's approach towards ECC Integration and capacitating the members of the Program Facilitation Unit and the Implementing Partners for compliance with the ECC Integration requirements in the Main Phase of the Program.

Tasks / Deliverables

In the frame of the current assignment, the consultant, in close coordination with ECC Lead and in consultation with other RECONOMY team members (needs-based) program, shall:

- Critically review the Program's experience in the ECC Integration in the Inception Phase (overall logic, key processes and deliverables, roles and responsibilities, available templates, etc.) based on necessity and sufficiency criteria, as well as in terms of compliance with Sida's requirements and other best practices available;
- Provide written recommendations based on the gaps identified and ECC Lead's reflections; support in improving the relevant areas (including potential contributions in adjusting the guidelines or developing any new internal documents as per needs);
- Support the ECC Lead in capacity building activities for the Program Facilitation Unit and relevant staff of the RECONOMY's Implementing Partners in applying the selected approaches and tools, ensuring the sufficient level of understanding and buy-in; provide a case-by-case coaching relevant to specific projects;
- Any other if needed – as per the agreement between the consultant and the Program Facilitation Unit.

Responsibilities

RECONOMY is managed by the Program Facilitation Unit dispersed in the Western Balkans and the Eastern Partnership countries and Switzerland (Helvetas Head Office in Bern). The core team members of the Program Facilitation Unit are based in five countries: Switzerland, Albania, North Macedonia, Kosovo, and Georgia. Remote coordination with the PFU will be required while no travel to the region is expected in the frames of this assignment.

The responsibilities are as follows:

- **Backstopper (Consultant)** leads on overall backstopping and timely delivery and provision of the assignment results as described above; responsible for the quality of the backstopping as stipulated in the previous sections of this ToR. The consultant will be expected to coordinate with the RECONOMY backstoppers responsible for other relevant thematic areas (such as integrating the ECC dimension into the Program's MRM systems; or overall processes review and improvement).

- **RECONOMY ECC Manager** takes the lead in coordinating the backstopping including (a) ensuring that demands/needs for the backstopping are identified and agreed upon with the backstopper, (b) plans are made and followed up; (c) regular reviews and exchanges are done to ensure the quality/value addition of the backstopping, (d) all relevant documents are provided to the backstopper in a timely manner, and (e) findings are documented/synthesized and linked to Program Documents.

- **RECONOMY in Bern/Head Office** is responsible for overall quality assurance and support to the backstopper and the team as per needs.

Time frame and schedule

Interested candidates shall submit their financial proposal based on the level of effort outlined in the current ToR. The budget shall be allocated based on the competitive offer and ratio of the best value for money and regional/international consultancy rates of Helvetas. The approximate level of effort is outlined below.

No	Activity	Level of effort (days)
1	Review materials provided by RECONOMY to understand key processes around the ECC Integration and overall context of the program; consult the ECC Lead and other team members to understand the needs of the program	3
2	Coordinate with the ECC Lead on key recommendations and proposed solutions; support in improving the outlines of the existing processes and related templates or developing the new ones	4
3	Contribute to capacity building / sensitizing the PFU members and the relevant staff of the Implementing Partners	2
4	Other	1
	TOTAL days	**10**

The backstopping shall take place between **March 10, 2023 and May 20, 2023** with a total amount of **10 days,** allocated as per the table below. The support will be provided online, and the first session will be used to develop a timeline which will be attached as the annex of the ToR. **The deadline for offers is set to 26.02.2023 at 17:00 CET.**