

TERMS OF REFERENCE
Individual Contract (National only)

1. Assignment Information

Assignment Title:	National Consultant on Cambodia SDG Budget Tagging in Cambodia
Cluster/Project:	INFF for Cambodia SDG Achievement
Post Level:	Specialist
Contract Type:	Individual Contract
Duty Station:	Home-based and Phnom Penh, Cambodia
Expected Place of Travel:	Phnom Penh, Cambodia
Contract Duration:	40 days, and from 2 August 2021 to 31 January 2022

2. Project Description

With its robust annual economic growth during the last decade, Cambodia set out an ambitious growth strategy which is to be an upper middle-income country by 2030 and high-income country by 2050. However, there are series of real economy challenges. In the meantime, evidence on Cambodia's Sustainable Development Goal (SDG) performance is very mixed. While some evidence suggested that the country is on or above track on many SDG targets, there were considerable amount of missing data. CSDG delivery is slowly progressing by a lack of systems, data and analytical tools for decision making, the non-existence of discernable integrated national financing framework (INFF), and limited progress towards building the associated systems, despite some initiatives in specific areas (such as the regular climate change public expenditure reviews).

Achievement of the SDGs and meeting of the Government's economic aspirations will require substantial, prioritized and predictable investments. Finding additional resources is essential to effectively finance and reach SDG targets.

The Integrated National Financing Framework (INFF) to Catalyze Blended Finance for Transformative CSDG Achievement is a UN joint programme (JP) setting out an ambitious agenda to build a high quality, demand-driven financing framework for Cambodia (in line with the INFF concept developed globally), enabling the expansion of development resources in order to accelerate achievement of the CSDGs. The expected results of this JP are delivered via three facilities: (i) establishment of an evidence base on financing sources; (ii) policy and technical advisory; and (iii) data for performance-based budgeting and CSDG resource tracking. This assignment is a part of this JP which is to review and recommend pathways to enable national policy target and CSDG-based analysis and reporting of the budget and resource flows.

3. Scope of Work

To answer the objectives of this assignment mentioned above, the consultant is expected to deliver the following within the duration of this assignment:

1. Supporting the review of the budgetary programme, Performance-based Budgeting and the Performance Evaluation System (PES) with SDG targets, aiming to group budget allocations according to the objectives of these allocations;

2. Supporting the development of detailed methodology and techniques for the CSDGs budget tagging compatible with the existing national economic, budgetary and public finance management system. That may include:
 - a. Linking: using PES and national planning to match each ministry's programs to CSDGs;
 - b. Quantifying: identifying the programs that contribute to each CSDG target and indicating whether it is a direct or indirect contribution;
3. Mapping the current budget programmes and sub-programmes to CSDGs and developing an Excel spreadsheet or similar database (in collaboration with an international consultant);
4. Facilitating the work with MEF and line ministries in gathering data, mapping process and other communication as needed by the international consultant;
5. Presenting the developed methodology to MEF and other line ministries;
6. Providing training to core staff of MEF and line ministries on the proposed SDGs budget tagging in collaboration with international consultant;
7. Participating in discussions with MEF and line ministries on potential next steps, including the introduction of SDG tagging in the Financial Management Information System (FMIS).

The consultant should submit work plan indicating timebound milestone deliverables and list of required meetings and consultation to enable the work to be completed.

4. Expected Outputs and Deliverables

No	Deliverables/Outputs	Estimated Duration to Complete	Target Due Dates	Review and Approvals Required
1	Satisfactory submission of inception report with a detailed work plan, including list of data to be collected and consultation plan and topics/questions.	5 days	24 August 2021	Review by UNDP's Economists and CCCA's Chief of Technical Advisor and Approve by Head of Policy and Innovation Unit
2	Satisfactory submission of Excel spreadsheet or similar database and summary report of the budget programmes and sub-programmes mapping to CSDGs, and completion of consultation and presentation in the workshop.	25 days	29 November 2021	
3	Satisfactory submission of final version of Excel spreadsheet or similar database and summary report and other materials, including presentations, working files and raw data, and provision of training to MEF and line ministries.	10 days	31 January 2022	
Total number of working days		<u>40 days</u>		

5. Institutional Arrangements

- The Consultant shall work closely with the international consultant of this assignment. They will also work with Economists of UNDP and Chief Technical Adviser of Cambodia Climate Change Alliance (CCCA) Programme. The Consultant will work under direct supervision of the National Economist and overseen by the Country Economist and Resident Representative. Efforts will also be made to consult and report with the RGC ministry clients noted above –the Ministry of Economy and Finance and other relevant line ministries.
- The Consultant shall have regular meetings with UNDP and CCCA team.

6. Duration of the Assignment

The duration of the assignment will be from 2 August 2021 to 31 January 2022 for a total of 40 working days.

7. Duty Station

The duty station for this assignment is a combination of home-based and Phnom Penh. The reimbursement of the associated costs will be made through an F-10 reimbursement form.

Selected individual contractor(s) expected to travel to the Country Office (CO) in country (Cambodia) is (are) required to undertake the UNDSS BSafe training package (available at this link: <https://training.dss.un.org/course/category/6>) prior to travelling.

8. Minimum Qualifications and Criteria for Evaluation of the Individual Contractor

	Technical Evaluation Criteria
Education:	Master's degree in economics, public policy or other relevant fields or Bachelor's degree in areas mentioned above might be considered, with additional years of experiences.
Experience:	<ul style="list-style-type: none">• At least 4 years (for Master's degree) or 6 years (for Bachelor's degree) of professional experiences in the field of public finance, budget review and public expenditure review are required• Familiarity with the CSDGs and the 2030 Agenda• Experience to lead consultations with senior government officials from Ministry of Economy and Finance, other line ministries and other key stakeholders required• Demonstrated ability to engage in strategic analysis, and in-depth sectoral analysis• A specific experience in similar assignment in Cambodia is an advantage
Competencies:	<ul style="list-style-type: none">• Capacity to engage with senior decision/ policy makers, and to synthesize and present complex arguments in easily understood terms• Ability to work collaboratively with team members by sharing information openly and displaying cultural awareness and sensitivity

	<ul style="list-style-type: none"> • Demonstrating/safeguarding ethics and integrity • Demonstrate corporate knowledge and sound judgment • Positive and results-oriented attitude, able to meet targets/deadline.
Languages:	Fluency in written and spoken English

9. Criteria for Evaluation of Level of Technical Compliance of Individual Contractor

Technical Evaluation Criteria	Obtainable Score
Master's degree in economics, public policy or other relevant fields. Bachelor's degree in areas mentioned above might be considered, with additional years of experiences.	20
At least 4 years (for Master's degree) or 6 years (for Bachelor's degree) of professional experiences in the field of public finance, budget review and public expenditure review. And a specific experience in similar assignment in Cambodia.	50
Experience to lead consultations with senior government officials from Ministry of Economy and Finance, other line ministries and other key stakeholders in the field. With special emphasis on working with Cambodian institutions and policymakers.	30
Total Obtainable Score:	100

10. Payment Milestones

The Consultant will be paid on a lump sum basis as per the following milestones:

No	Outputs/Deliveries	Payment Amount %
1	Upon satisfactory completion and submission of deliverable # 1	20%
2	Upon satisfactory completion and submission of deliverable #2	50%
3	Upon satisfactory completion and submission of deliverable #3	30%