Terms of Reference

National or International consultant: National Consultant

Description of the assignment (Title of consultancy): Research Consultant

Project Title: Empowering Youth through Transformative Entrepreneurship Support

Period of assignment/services: 80 working days over a period of 5 months.

1. Background / Project Description

Empowering Youth through Transformative Entrepreneurship Support is a new UNDP regional project being implemented by UNDP Lebanon and Palestine with funding from the Big Heart Foundation.

The project aims to support youth entrepreneurs in both countries by laying the foundation for innovation and scale in the incremental development of policies, systems, and capacities of institutions and for young people to start and scale inclusive SDG impact-oriented businesses that would generate employment for other youth and contribute towards green growth and resilient societies.

The primary objective of the project in Lebanon is two-fold:

- Address some of the challenges facing youth led SMEs across viable economic sectors by supporting them in accessing new markets and provide them the capacity building needed to grow and export;
- Incubate viable, innovative, impactful, and sustainable development solutions in the form of social enterprises, nonprofits, initiatives of up to 20 youth. This component will be implemented by the selected national NGOs.

2. Scope of work, responsibilities and description of the proposed analytical work

The consultant will be responsible to develop the following:

- Desk research on youth entrepreneurship and ecosystem in Lebanon pre and post the 2019 financial crisis, COVID 19 and the Beirut blast (deliverable will include overview of financial support available to youth start-ups, incubation support, technical training available, business infrastructure including digital infrastructure, mapping of entrepreneurship ecosystem actors, access to markets support, etc)
- Mapping of all programs / policies/ laws currently available targeted at the youth (a gender focus is also needed). Programs in place by international stakeholders should also be included
- Organization of consultations and focus group meetings with national stakeholders to understand current challenges and opportunities
• Design and implement a survey targeting youth entrepreneurs to understand needs and challenges of the business environment (this will be done in partnership with organizations that support youth in Lebanon)
• Benchmarking of new trends in youth entrepreneurship and start-ups developments especially after COVID-19
• Development of methodology to identify sectors and sub-sectors of growth potential in which youth entrepreneurs in Lebanon have comparative advantage and short list sectors with potential for youth employment and exportability
• Development of priority policy reforms recommendations that can enable a conducive business environment for youth entrepreneurship in Lebanon (including improved regulatory framework and more responsive public institutions to young entrepreneurs needs).

3. Expected Outputs and deliverables

• Assessment report on youth entrepreneurship
• Mapping report on all programs
• Consultation results report
• Survey questionnaire and assessment
• Youth Entrepreneurship roadmap including selection of priority sub-sectors, international benchmarking and priority policy reform recommendations

The Consultant shall submit the following deliverables to UNDP on the agreed timetable

<table>
<thead>
<tr>
<th>Deliverables/ Outputs</th>
<th>Estimated Duration to Complete</th>
<th>Target Due Dates</th>
<th>Review and Approvals Required (Indicate designation of person who will review output and confirm acceptance)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Deliverable 1:</strong> Assessment report on the Lebanese youth entrepreneurship ecosystem and mapping of all policies / laws / programs submitted</td>
<td>20 days</td>
<td>1 month from contract signature</td>
<td>PSDP Project Manager</td>
</tr>
<tr>
<td><strong>Deliverable 2:</strong> Consultation results report and Survey results / assessment completed</td>
<td>20 days</td>
<td>2 months from contract signature date</td>
<td>PSDP Project Manager</td>
</tr>
<tr>
<td><strong>Deliverable 3:</strong> Identification of Sectors and Sub-sectors including benchmark analysis finalized</td>
<td>20 days</td>
<td>3 months from contract signature date</td>
<td>PSDP Project Manager</td>
</tr>
<tr>
<td><strong>Deliverable 4:</strong> Youth Entrepreneurship roadmap submitted</td>
<td>20 days</td>
<td>5 months from contract signature date</td>
<td>PSDP Project Manager</td>
</tr>
</tbody>
</table>
4. Institutional arrangements

The Consultant will be directly supervised by the project manager at the PSDP Project.

5. Duration of work

The duration of the assignment will be for 5 months, total number of working days is 80. Start date is upon contract signature.

6. Duty station

The Consultant will be based at UNDP premises or home based on COVID situation.

7. Requirements for experience and qualifications

I. Academic Qualifications:

The Individual Consultant should possess the following minimum qualifications:

Education:

- University Degree in Economics or any related field (business, finance, etc)
- Master’s degree in economics or above related field is preferred

II. Years of experience:

- 5 years of relevant experience in economic research, especially in relation to productive sectors, public policy, SME development, youth entrepreneurship, labor force assessment

III. Technical experience:

The consultant will need to have the following experience:

- Knowledge of the Lebanese economy,
- Knowledge of Lebanese productive sectors
- Familiarity with issues facing productive sector growth specially post crisis and post COVID is a must
- Experience in designing surveys and evaluation of survey results
- Experience in publishing policy reports and economic assessment reports
- Experience and familiarity with work with government entities is preferred
- Previous experience with UNDP or any other international organization is preferred

IV. Competencies:

- Technical ability to design survey questionnaire and evaluate findings
- Excellent English and Arabic reading and writing skills
- Very good communication skills
8. Scope of Price Proposal and Schedule of Payments

<table>
<thead>
<tr>
<th>Deliverables/ Outputs</th>
<th>Estimated Duration to Complete</th>
<th>Target Due Dates</th>
<th>Payment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deliverable 1: Assessment report on the Lebanese youth entrepreneurship ecosystem and mapping of all policies / laws / programs submitted</td>
<td>20 days</td>
<td>1 month from contract signature</td>
<td>25% of the total contract value</td>
</tr>
<tr>
<td>Deliverable 2: Consultation results report and Survey results / assessment completed</td>
<td>20 days</td>
<td>2 months from contract signature date</td>
<td>25% of the total contract value</td>
</tr>
<tr>
<td>Deliverable 3: Identification of Sectors and Sub-sectors including benchmark analysis finalized</td>
<td>20 days</td>
<td>3 months from contract signature date</td>
<td>25% of the total contract value</td>
</tr>
<tr>
<td>Deliverable 4: Youth Entrepreneurship roadmap submitted</td>
<td>20 days</td>
<td>5 months from contract signature date</td>
<td>25% of the total contract value</td>
</tr>
</tbody>
</table>