



Support the Development of Circular Economy for Sustainable Employment opportunities in Mosul – Nineveh

UNDP Funding Facility for Stabilization (FFS)

**Pre-Bid meeting
2 February, 2022**

UNDP - Funding Facility for Stabilization (FFS)

The **Funding Facility for Stabilization (FFS)** as initiated in 2015, relies on four (4) primary sets of activities (referred to as 'Windows') to positively influence immediate change in the liberated areas in Iraq. This include:

- **Window One:** Public works and light infrastructure rehabilitation.
- **Window Two:** Immediate livelihood support
- **Window Three:** Capacity support for local governments, boosting their immediate response capacity to cope with the challenges arising during stabilization.
- **Window Four:** Promoting social cohesion among the target communities.

Project Description

- This project aims to provide jobs opportunity in Mosul by leveraging the circular economy, with a focus on a specific sub-economic sector in the circular economy such as clothes, furniture, home appliances, electronics appliances, and others through the UNDP livelihoods approach
 - Output 1: Skills development and employment opportunity, through on-job training for youth
 - Output 2: MSMEs support through Small business grant for start-up or business expansion or re-start; including business coaching and mentoring

Scope



- A. Geographical coverage: **Mosul - Nineveh.**
- B. Timeline: The project activities should not exceed **7 months**
- C. Beneficiary definition:
 - Business owner who already established their own business or newly aspiring entrepreneurs who want to start a new business that is purely related to the circular economy;
 - Business owner aged between 18 and 35
 - Women at least 30% of beneficiaries should be women
 - Youth (at least 50% of the beneficiaries for each output should be youth aged between 18 and 29.
 - Respond to Socio-Economic vulnerability such as: Level of Income, type of income (permanent, seasonal, based on availability or daily worker), persons on charge/dependents (children/parents), household size, people with special needs, women headed household, if indebted and others.
 - Did not benefit or not benefiting from similar assistance
 - Living in the targeted areas (Mosul with a focus on West Mosul, Nineveh).
 - Returnees and Host Community (non-displaced).
 - Committed to the project objectives and conditions
 - Priority will be given to one member in the family.

Market Needs Assessment

Activity 0.1: In collaboration with the local economic actors, municipality, governorate, and appropriate stakeholders, a **participatory and inclusive market needs assessment** will be conducted to define the economic sectors such as clothes, furniture, home appliances, electronics appliances and others that have the readiness and capacity to start a new economic approach based on the circular economy with the aim of creating sustainable jobs. The assessment should **capture findings and recommendations for supporting developing circular economy sectors** that are defined with the aim to **create sustainable job opportunities** in Mosul. In addition to the economic sectors prioritized, the assessment should identify **skills gap, SMEs readiness to employ youth and women that have developed skills**.

The assessment should identify MSMEs and entrepreneurs engaged or interested in the selected circular economies with specific gaps for technical and in-kind assistance. The assessment will survey the main demographic, social, and economic characteristics of targeted areas and analyze the current situation of the existing businesses, sectors, and sub-sectors. The assessment should recommend at least one economic sector that will be used to pilot the approach of circular economy and require skills development and SMEs support with the aim of sustainable employment opportunity and add value to the sector.

Output 1: Skills development and employment opportunity 60 persons (20 women)



Activity 1.1: Reach out to youth and women that would like to get involved and interested by the job opportunities and willing to acquire new skills and practices within the selected sector(s) with the aim of employment.

The reach out is done in the targeted communities in close collaboration with community leaders, mukhtars, municipalities, local state, and non-state actors. Community outreach will be undertaken through online and offline tools, mainly social media, local community groups and the municipalities to inform people about the livelihoods support and invite interested people to apply. Community meetings will be held in each targeted community while respecting COVID-19 protection measures to give a detailed overview of the project, its objectives and timeline as well as to identify the needs of targeted local communities. Select the beneficiaries according to the selection criteria agreed on with UNDP taking into consideration the youth, women and PWD participation in the economic sector and Socio-Economic situation analysis that will inform the baseline assessment

Output 1: Provision of small business grant (2/3)



Activity 1.2: Rolling out technical training on the skills needed in the specified selected circular economic sector that is prioritized. What available tools and technology to allow them to improve their practices within sector to add value to items to be used again.

The training topics will be carried over maximum **4 weeks** where training topics and number of hours per training will be based on the skills and practices that need to be acquired. The roll out of the training programs including the numbers of training hours should be adhering to the standards and requirement set by the relevant ministries and directorate.

Priority will be given to facilities that collaborate with Technical and Vocational Training and Education Center (TVTEC) managed and supervised by the Ministry of Labor and Social Affairs (MOLSA) and Ministry of Education and suitable for the specializations required.

During the training period youth will benefit from a onetime lumpsum amount **\$400USD as a stipend** to cover transportation cost for the training sessions over a 4-weeks period.

Output 1: Provision of small business grant (3/3)



Activity 1.3: Each beneficiary who completed successfully the technical training will benefit from **a tool kit** that can be used in his internship or support him/her better initiate his/her income-generating opportunity through self-employed modality. The estimated average cost per toolkit is **\$400USD per student**.

Activity 1.4: The trained persons will be later benefitting from **two months internship into businesses** involved into the circular economy prioritized to practice the skills acquired and contribute to the development of the selected circular economy. The internship should be over minimum 6hours daily over 5 days per week. During the internship period youth will benefit from a monthly amount **\$400USD** as a stipend to cover transportation cost for the internship.

Output2: SMEs support: 30 MSMEs (10 women headed)

Activity 2.1: Launch an outreach campaign based on the selected circular economy, to identify the beneficiaries, entrepreneurs interested to join the project and needs support to expand, re-start or start-up their business and contribute to the circular economy and to add value.

This campaign can be coordinated with local economic actors, community leaders, mukhtars, municipalities, local state and non-state actors. The campaign can be undertaken through online and offline tools, mainly social media, local community groups and the municipalities to inform business owners, entrepreneurs about the project activities to support MSMES and invite interested people to apply.

Community meetings will be held in each targeted community to give a detailed overview of the project, its objectives and timeline as well as to identify the needs of targeted local communities.

The selection of beneficiary should be done based on a transparent and clear criterion that should be presented by the organization to UNDP for approval and take into consideration the followings:

- Proof that the beneficiary is living or aiming to return to the targeted area - Mosul.
- Proof that the beneficiary has specific socio-economic vulnerability.
- The grant provision should be linked to the capacity and commitment of the beneficiary.
- Business ideas align with the assessment that define type of businesses; gaps needed.
- Estimated cost of the business idea.

Output2: SMEs support: 30 MSMEs (10 women headed)

Activity 2.2: Based on selection and targeting criteria the beneficiaries will be prioritized **40 beneficiaries (15 women) for Mosul** (30% more than the beneficiaries target that will benefit from the business grant and coaching support). The results will be communicated to all stakeholders in a transparent way based on a scoring result. An agreement will be set up with beneficiaries that will articulate their rights and obligations. This will ensure that the beneficiaries are aware of the support they will receive in terms of duration, training, and grants/toolkits as well as their obligations and commitments (e.g. applying the business implementation plan).

Activity 2.3: The selected beneficiaries will benefit from **10 days tailored business skills development** training to support existing or new entrepreneurs to better shape their business idea and develop an operational business plan. The training will cover all the aspects of a business plan for market definition, costing, marketing, supply chain, bookkeeping and accounting, customer service and others. The training will be over a period of 10 days that will allow entrepreneurs develop a simplified business plan and an operational business plan to know how to implement it. Organization should share the curriculum of simplified business plan development with UNDP for approval. The simplified business plan will show gap of funding and the value of assets or requirements needed.

Output2: SMEs support: 30 MSMEs (10 women headed)

Activity 2.4: Based on the simplified business plan and the operational plan, beneficiaries will present the project idea in front of a panel **composed from economical and academic actors to prioritize the 30 beneficiaries (10 women, and 15 youth)** that will benefit from the small business grants securing additional/supplementary financial capital for investment.

The value of the grant will vary between \$8,000 and \$10,000 with an average of **\$9,000USD** for the targeted MSMEs per geographical area. The grant should be delivered in-kind after confirming the specification with the beneficiary.

Activity 2.5: Customized coaching and mentorship support services will be provided for the supported businesses over two months to ensure business continuity and sustainability. Each business should receive mentorship 5 session of support visits and group sessions after the business development support, including for example sessions on bookkeeping and basic accounting support and others.

The complementarity and synergy between output1 and output2, is highly recommended especially if it can strengthen and increase the possibility of sustainable jobs creation.

Deliverables and Payment



Milestone activities	Deliverable	Target due date	Payment terms
Phase 1: Inception Report,	Submission and approval of the inception report that will include: <ul style="list-style-type: none"> Updated methodology of project implementation. Detailed work plan Submission and approval of the report (including supporting documents) Confirming Market Needs Assessment with prioritized sectors Activity: 0.1	Six (6) weeks from the contract signature	First tranche (10%)
Phase 2: Community outreach and Business training and Vocational training roll-out	Submission and approval of the report (including supporting documents) confirming: <ul style="list-style-type: none"> Community Outreach and Coordination Rolling out training Tool Kit distribution Activities: 1.1/1.2/1.3/ and 2.1/2.2/2.3	Twelve (12) weeks from the contract signature	Second tranche (20%)
Phase 3: Internship and grants disbursement	Submission and approval of the report (including supporting documents) confirming: <ul style="list-style-type: none"> Internship (6 weeks from 8 weeks) Grant's disbursement (75% of the total grants value) Activities: 1.4/ 2.4	Eighteen (18) weeks from the contract signature	Third tranche (45%)
Phase 4: Internship and grants disbursement Coaching and mentoring	Submission and approval of the report (including supporting documents) confirming: <ul style="list-style-type: none"> Completion of the Internship Completion of Grant's disbursement Initiation of the coaching and mentoring (6 weeks from 8 weeks) Activities: 1.4/ 2.4 and 2.5	Twenty-four (24) weeks from the contract signature	Fourth tranche (18%)
Phase 5: Completion of coaching and mentoring	Submission and approval of the report (including supporting documents) confirming: <ul style="list-style-type: none"> Completion of Coaching and mentoring Activity: 2.5	Twenty-eight (28) weeks from the contract signature	Fifth tranche (7%)

Technical Evaluation Criteria



Summary of Technical Proposal Evaluation Forms		Score Weight	Points Obtainable
1	Expertise of the Organization	30%	300
2	Proposed Methodology, Approach and Implementation Plan	40%	400
3	Management Structure and Key Personnel	30%	300
Total			1000



Budget Item Description	Type of Cost	Unit	# of Units	Unit Cost (USD)	Total in USD	Justification (how it relates to the project, and how is calculated)
1) Human Resources						
1.1 Project Staff (Core Staff)						
Project Manager – Team Leader 100%	Activity Cost	One Person/Month	7			
b. Sustainable Development Expert - 100%	Activity Cost	One Person/Month	7			
Business Support Expert - 100%	Activity Cost	One Person/Month	7			
Procurement and Finance Assistant - 40%	Activity Cost	One Person/Month	7			
1.2 Support Staff e.g.*						
1.2 Country Management Staff (e.g. country director, deputy country director, head of programmes, head of finance etc.)*	Management Cost					
Human Resources Total						
2) Travel Expenses						
1.2 Local transportation (Fuel)	Activity Cost					
Travel Total						
3) Equipment and Supplies* (e.g:						
3.1 IT equipment (e.g. laptops, printers, photocopier etc.)	Management Cost					
3.2 Consumables - office supplies	Management Cost					
3.3 Other services (telecommunication fees, mobile fees, maintenance fees etc.)	Management Cost					
Equipment and Supplies Total						
4) Cost of Project Activities						
4.0 Circular Economy Assessment						
4.01 Circular Economy Assessment	Activity Cost	Per Area	1			
Output 1: Skills development and employment opportunity						
4.1 Outreach and Beneficiaries Selection						
4.1.1 Outreach & Beneficiaries Selection	Activity Cost	Per Beneficiary	60			
4.2 Skills Development - Training						
4.2.1 Training Materials and Stationery	Activity Cost	Per Beneficiary	60			
4.2.2 Trainers Fees (60 split in groups of 20 max) * 20 days	Activity Cost	Per Trainer/Day	60			
4.2.3 Training Venue	Activity Cost	Per session	60			
4.2.4 Training Stipends	Activity Cost	Per Beneficiary	60			
4.3 Skills Development - ToolKit						
4.3.1 Toolkit	Activity Cost	Per Beneficiary	60	\$ 400	\$ 24,000	
4.4 Internship						
4.4.1 Internship Stipends	Activity Cost	Per Beneficiary	60	\$ 800	\$ 48,000	
Output2: SMEs support						
4.5 Outreach and Beneficiaries Selection for SMEs						
4.5.1 Outreach & Beneficiaries Selection	Activity Cost	Per Beneficiary	40			
4.6 Business Skill Training						
4.6.1 Training Materials and Stationery	Activity Cost	Per Beneficiary	40			
4.6.2 Trainers Fees (40 split in groups of 20 max) * 10 days	Activity Cost	Per Trainer/Day	20			
4.6.3 Training Venue (40 split in groups of 20 max) * 10 days	Activity Cost	Per session	20			
4.6 Business Grant Provision						
4.3.1 Business Grant	Activity Cost	Per Beneficiary	30	\$ 9,000	\$ 270,000	

Questions