<table>
<thead>
<tr>
<th><strong>Title:</strong></th>
<th>National Consultant on Project Concept Formulation</th>
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<tbody>
<tr>
<td><strong>Type of contract:</strong></td>
<td>IC (consultant), National</td>
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<tr>
<td><strong>Payment:</strong></td>
<td>Lump sum</td>
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<tr>
<td><strong>Office/Project:</strong></td>
<td>UNDP CO (TRAC)</td>
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<td><strong>Duty station:</strong></td>
<td>Home-based</td>
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<tr>
<td><strong>Contract Duration:</strong></td>
<td>28 March 2022- 1 August 2022 (approximately 30 working days)</td>
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<td><strong>Itinerary:</strong></td>
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**Work and payment terms:**

The payment will be done as follows:

(i) 50% of contract amount with be paid up on successful completion of Deliverable 1 (see Section Schedule of work below) approved by the Energy & Environment Programme Officer;

(ii) The remaining 50% of the contract amount will be paid upon successful completion of Deliverable 2 and 3 approved by the Energy & Environment Programme Officer.

**Qualifications**

- University degree in Engineering, Environmental Management, Economics, Development Studies or another related field;
- Minimum 7 years of demonstrable experience related to drinking and wastewater management;
- Previous demonstrated experience in formulation of technical assistance projects would be an advantage.

**Competencies:**

- Good working knowledge of English.
- Knowledge of the situation related to drinking and wastewater management in Belarus.
- Knowledge of the modern international trends in the effective management of drinking and waste waters.

**Direct supervisor:** Program Officer, Energy & Environment

**General background information on the context of the engagement:**

The United Nations Development Programme (UNDP) is seeking to expand its technical assistance programme in Belarus to cover the drinking and wastewater management area. A national consultant will be hired to analyze the current situation in this thematic field, identify problems and shortcomings and suggest actions to address these issues. Based on the results of the analysis the consultant is expected to develop four project concepts, two concepts should be in the drinking water thematic area, and two – in the area of wastewater management.
Objectives of the assignment:
To support UNDP Belarus in shaping and implementing actions targeting drinking and wastewater management area. The National Consultant on Project Concept Formulation will operate within the framework of Energy, Environment and Climate Change Unit.

Responsibilities:
Under the guidance and direct supervision of the Energy & Environment Programme Officer at UNDP Belarus, the National Consultant on Project Concept Formulation (hereinafter referred as Consultant) will:

- Analyze the available Belarusian programmatic documents in the field of drinking and wastewater management.
- Conduct consultations with Belarusian actors in the area of drinking and wastewater management including the Ministry of Natural Resources and Environmental Protection of the Republic of Belarus, National Academy of Sciences of Belarus, State Production Association “Belvodokanal”.
- Based on the analysis of the respective programmatic documents and consultations with the key national actors including the Ministry of Natural Resources and Environmental Protection of the Republic of Belarus, National Academy of Sciences of Belarus, State Production Association “Belvodokanal”, identify the main problems/shortcomings in the area of drinking and wastewater management.
- In close consultations with the key actors in the field of drinking and wastewater management, including the Ministry of Natural Resources and Environmental Protection of the Republic of Belarus, National Academy of Sciences of Belarus, State Production Association “Belvodokanal”, identify actions/activities to effectively address the problems/shortcomings.
- Based on the analysis and consultations mentioned above and taking into account the relevant international experience, develop four concepts in English for technical assistance projects to be implemented in Belarus to effectively address the identified problems/shortcomings identified. Two proposals should be in the drinking water thematic area, and two – in the area of wastewater management. Such a proposal should include:
  - Brief analysis of the current situation;
  - Description of the main problems/bottlenecks;
  - Goal and objectives of the project;
  - Expected strategic level outcomes of the project;
  - List of project components and the respective key activities, their brief description and expected outputs;
  - Infographics for visualization of problems and proposed solutions;
  - Project budget by component and key activities broken down to main budget lines (e.g. national experts, international experts, equipment, etc.). The eligible budget lines list will be provided by UNDP;
  - Brief description of the key national stakeholders and their role in the project implementation and beyond;
  - Brief description of the potential donors.
Circulates the draft proposals among the key national stakeholders, including the Ministry of Natural
Resources and Environmental Protection of the Republic of Belarus, National Academy of Sciences of Belarus, State Production Association “Belvodokanal” and UNDP and obtains their comments;
Incorporates the stakeholders’ comments and finalizes the project proposals.

**Schedule of work:**

Deliverable 1. By 1 June 2022 – first draft of the four project concepts submitted to UNDP Belarus, Programme Officer, Energy, Environment and Climate Unit.

Deliverable 2. By 20 June 2022 – stakeholder consultations completed, received during the consultations comments included into the four project concepts.

Deliverable 3. By 20 July 2022 – final version of the four project concepts submitted to UNDP Belarus, approved by UNDP Belarus, Programme Officer, Energy, Environment and Climate Unit

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<th>Signature of Supervisor: UNDP Programme Officer</th>
<th>Programme Officer, Energy, Environment and Climate Unit</th>
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<td>Signature of Contractor:</td>
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