**Terms of Reference for Senior Regional Policy and Good Governance expert to provide expertise to the Ministry for Communities, Territories, and Infrastructure Development of Ukraine (hereinafter – The Ministry)**

**Background and context**

Supporting anti-corruption efforts in Ukraine is a high political priority for the European Union and Denmark. By combating corruption, the EU contributes to the consolidation of democracy and economic growth of Ukraine, as well as the successful approximation of Ukraine with the EU.

The topic of reconstruction aid and integrity became one of the key activities of the program, both at the national and local levels and across the components of the EUACI. The Government of Ukraine is be the key counterpart of the EUACI in this area especially the Ministry for Communities, Territories, and Infrastructure Development of Ukraine called Ministry for Restoration and the Agency for Restoration (hereinafter – the Agency).

To support Ukrainian government’s efforts to effectively manage the process of the war-time reconstruction and post-war recovery and to ensure that transparency and integrity considerations are taken into account, the EUACI with the Ministry established the compact Integrity Support Group (ISG) consisting of several experts fully embedded into the Ministry for Restoration and the Agency for Restoration work. The ISG works directly with the Deputy Ministers responsible for strategic anti-corruption mainstreaming, regional policy and development and provides expertise and advice in sectors relevant for the Ministry’s mandate.

Senior Regional Policy and Good Governance expert will provide expertise and advise to the Ministry and EUACI.

**Objective:**

The main objective of the assignment is to support the Ministry’s policy development efforts in the sphere of recovery and reconstruction by providing relevant anti-corruption expertise and good governance advice in the sphere of decentralization, regional policy and development.

The Senior Regional Policy Expert is one of the three high-level consultants comprising the core of the ISG. (S)he will be coordinated by the Senior Legal Expert/Head of ISG and report to Deputy Minister and the EUACI. Programme will determine the appropriate representative for the operational supervision of the ISG.

**Scope of work:**

The scope of work of the assignment includes different tasks, including, but not necessarily limited to:

* represent EUACI in the working level communication with the Ministry, government and non-government partners on regional policy and decentralization,
* prepare proposals and advice on the regional policy and decentralization, inter alia, in the context of fast and effective recovery process on national and local levels in his/her sphere of responsibility
* provide assessment of corruption and management risks in the draft regulation in the sphere of regional policy and decentralization, develop specific proposals to mitigate these risks,
* provide advice and operational support to the Deputy Ministers in the implementation of mechanisms for ensuring integrity, transparency and accountability in the regional policy and decentralization,
* ensure effective cooperation between the EUACI contractors involved in the specific project implementation in regional policy and decentralization, and the Ministry.

**Expected deliverables:**

* analytical notes, presentations, memos, peer-review of the draft laws and draft regulations as agreed with the Ministry and the EUACI,
* interventions during public and working-level meetings and roundtables to present findings and analysis of the ISG, support the Ministry in the preparation of public and communication events,
* other deliverables as agreed upon with the EUACI.

**Timeline**

The intended commencement date is the date of signature of the contract with the consultant and the period of implementation of the contract will be till 31 May 2023, with a duration of **up to 75** **working days**. Upon the Ministry’s request and positive assessment of the performance, the initiative could be extended. The work of expert can be regarded as a part-time employment.

**Requirements to the Service Provider**

The contract will be awarded to the expert meeting the following criteria:

* at least a Master’s degree in law, public administration, business administration, social sciences, economics or another similar field is required,
* excellent command of Ukrainian and English languages,
* have extensive expertise in fields of regional policy, decentralization, local self-governance, and good governance (at least 5 years of proven experience),
* at least one year of professional experience of cooperation with (working within) the public sector under regional policy, decentralization, local self-governance projects,
* good command of Ukraine`s decentralization reform and its objectives,
* have experience in cooperation with stakeholders in national government, local self-government, development partners, and civil society,
* professional experience in the international quality management is regarded as an asset,
* have a strong network of contacts in the field,
* experience in preparing policy analysis is desirable,
* excellent written and verbal communication skills.

The expert is expected to work from premises of the Ministry and EUACI office in Kyiv (Ukraine).

**Monitoring and evaluation:**

Definition of indicators

The performance of the contractor will be judged upon reaching the purpose of this contract as well as obtaining its results, as indicated in the sections "Objective" and "Expected Deliverables" herein respectively.

Special requirements

By signing the contract, the contractor (and its representatives) agree to hold in trust and confidence any information or documents ("confidential information"), disclosed to the contractor or discovered by the contractor or prepared by the contractor in the course of or as a result of the implementation of the contract, and agrees that it shall be used only for the purposes of the contract implementation and shall not be disclosed to any third party without EUACI authorization.

The contractor reports to the EUACI. The contractor shall de-brief the EUACI prior to finalizing.

# Bidding details

The bidder must submit the following information to be considered:

1. The CV (no more than three pages long) that should include description of the previous relevant assignments, key duties on this assignment.
2. A budget for the services in EUR for 75 days, inclusive of all taxes or other such charges.

The contract budget cannot exceed 18,000 euros.

# How to apply

The deadline for submitting the proposals is 26 December 2023, 18:00 Kyiv time.

The proposals shall be submitted within the above deadline to dmyiak@um.dk, indicating the subject line “Regional Policy Expert”.

Bidding language: English or Ukrainian

Any clarification questions for the bid request should be addressed to dmyiak@um.dk, no later than 26 December 2023, 17:00 Kyiv time.

# Evaluation criteria

Bids will be evaluated under the criteria provided below:

|  |  |  |
| --- | --- | --- |
| **#** | **Criteria** | **Weight** |
| 1 | Relevant experience, skills and competencies | 80% |
| 2 | Proposed budget | 20% |