



Sustainably Developing (local) Governments for Sustainable Development Goals (SDG4SDGs) in Kosovo

Contract number: 81234117

Terms of Reference (ToR)

Short Term Expert (STE) for Mainstreaming Sustainable Development Goals at the Local Level in Kosovo

Title of assignment	Drafting of local plans for 7 municipalities in Kosovo to mainstream the Sustainable Development Goals
Type of contract	Service Contract
Duration of the assignment	30 days (maximum)

1. Background

INDEP is a think tank and an advocacy centre that provides independent research-based policy solutions. Established in 2011 as an association of policy analysts, researchers and civil society activists, INDEP looks at regional policies, aiming to guide countries of South-East Europe on their path to Euro-Atlantic integration. In Kosovo, where it is based, the institute has a special focus on strengthening democratic governance and plays the role of public policy watchdog. Despite a short time since its establishment, INDEP has acquired the status of one of the most influential civil society actors in policy-making process in Kosovo. INDEP's mission is to strengthen and guide sustainable socio-political and economic development based on the principles of democracy and democratic values.

Ever since the beginning, INDEP has been known for the wide public as the think tank which promotes intensively sustainable development as the leading concept for the country's long term development. INDEP focuses heavily in pushing forward the sustainable development agenda. INDEP has widened its scope of action and reached out to the local communities through various projects targeting the local governments and random citizens living in the selected municipalities.

INDEP is currently implementing the project "Sustainably (developing) Local Governments for Sustainable Development Goals (SDG4SDGs)", a project financed by the Deutsche Gesellschaft für Internationale Zusammenarbeit GmbH - GIZ and commissioned by the Government of the Federal Republic of Germany. The main objective of the project is to foster and coordinate a Civil Society- (Local) Government cooperation toward the advancement and institutionalization of the 2030 Agenda with the ultimate aim to define measurable indicators of national advancement towards meeting the SDGs.

The project is being implemented as part of the initiatives supported by the 2030 Agenda Transformation Fund. The Fund is part of the 2030 Implementation Initiative. Under this Initiative, German development cooperation partner countries are directly supported in implementing the 2030 Agenda via bilateral or regional projects. The Initiative supports more than 20 measures in 18 countries and three regional organisations worldwide.

The fund supports short-term, small-scale projects and activities to foster the implementation of the 2030 Agenda. The 2030 Agenda Transformation Fund's activities must be in line with the national priorities of the partner countries. They should contribute to achieving national goals for implementing the 2030 Agenda and be embedded in a broader political or social process in the country.

The project Sustainably Developing (local) Governments for Sustainable Development Goals (SDG4SDGs) in Kosovo is focused in doing precisely this by localizing the SDG agenda and aligning local efforts with developments at the national level.

To deliver one of the main activities of this action, which is the drafting of local action plans to advance SDGs policies and related actions, INDEP is seeking for a Short Term Expert (STE) who will be supported by INDEP staff in his/her efforts to achieve the end goal and deliver on the main objectives of this action. The engagement of STE will be coherent and complementary to the other activities organized as part of the project.

2. Objective of the assignment

The main objective of this assignment is to understand the local needs of 7 beneficiary Municipalities, analyze their potential to adopt the SDG agenda, create synergies between municipal own initiatives and this action's objectives, and provide concrete recommendations on how to localize the Sustainable Development Goals to fit the municipality needs. These will be reflected in local plans for SDGs which will be provided to the beneficiary municipalities and will serve as benchmark documents to ensure compliance of local policies with the national and SDG agenda.

3. Tasks

The STE under the leadership/guidance of, and in cooperation with, the INDEP project team, will be responsible for:

- Understanding the main challenges and opportunities of 7 beneficiary municipalities to adopt the SDG agenda (preferably to design a questionnaire for this purpose, yet, other suggestions are welcome by the STE as well);
- Organize and lead meetings with municipal representatives;
- Analyzing thoroughly the national efforts and policies in the area of SDGs;
- Communicating clearly the UN framework documents and policies for SDGs to the municipalities;
- Identifying potential synergies between municipal own initiatives and local SDG plans;
- Preparing a framework document to be used as a template for local plans for SDGs,
- Finalize 7 local plans for 7 municipalities based on the original findings,
- Provide other assistance directly related to the main scope of this assignment.

In particular, the local SDG plans should focus on measures that ensure the implementation of Sustainable Development Goals in three main areas: economic development,

environmental protection and social inclusion and cohesion and are in line with the clearly defined Sustainable Development Indicators.

Economic Development	Environmental Protection	Social inclusion and social cohesion
<ul style="list-style-type: none"> Promote sustained, inclusive and sustainable economic growth full and productive employment and decent work for all Build resilient infrastructure, promote inclusive and sustainable industrialization and foster innovation Reduce inequality within and among countries Ensure sustainable consumption and production patterns Strengthen the means of Implementation and revitalize the global partnership for sustainable development. 	<ul style="list-style-type: none"> Ensure availability and sustainable management of water and sanitation for all Ensure access to affordable, reliable, sustainable and modern energy for all Take urgent action to combat climate change and its impacts Protect, restore and promote sustainable use of terrestrial ecosystems, sustainably manage forests, combat desertification and halt and reverse land degradation and halt biodiversity loss 	<ul style="list-style-type: none"> End poverty in all its forms everywhere End hunger, achieve food security and improved nutrition and promote sustainable agriculture Ensure healthy lives and promote wellbeing for all at all ages Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all potential Achieve gender equality and empower all women and girls Make cities and human settlements inclusive, safe, resilient and sustainable
<ul style="list-style-type: none"> Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective accountable and inclusive institutions at all levels. 		

In consultation with INDEP, the expert will specify and contextualize conclusively these areas during the performance of the task.

4. Timeframe and location of the assignment

Timeframe of the assignment is February – June 2019. Location is Kosovo. The indicative start date of the assignment is 15 February 2019. The assignment will not exceed 30 days (excluding travel time).

5. Confidentiality and authorship

INDEP will have exclusive ownership of all information generated as part of this assignment. The STE may pass the information on to other parties in specific instances, if INDEP agrees to this in advance in writing. The STE will treat as confidential all information provided by INDEP, project beneficiaries and/or other parties as part of this assignment.

6. Management of STE

The STE will work under the supervision of the INDEP staff and will work closely with the project team.

7. How to apply?

Interested parties are invited to submit the following documents:

1. Curriculum Vitae (CV)
2. Expression of Interest
3. Indication of the Expert Daily Fee

Applications are to be submitted electronically to: **office@indep.info**

Any queries regarding this RFQ should be sent to **Lerta Hollaj**, email: **lerta.hollaj@indep.info**

E-mail subject line: **"Expression of Interest – STE for SDG4SDGs"**

8. Deadlines

The deadline for submitting of application, which should contain all required documents/ information is: **10 February 2019, 23:59**

9. Payment

INDEP shall effect payments to the Contractor upon achievement of the objectives of this ToR.