



Promoting Energy Efficiency and Renewable Energy Sources in Kosovo

Pristina (Kosovo)

Terms of Reference (ToR)

Research Assistant for Enhancing Policy Dialogue with Relevant Stakeholders on the Advancement of Energy Transition Agenda

Title of assignment	Conducting policy analysis and compiling research-based findings aiming to boost policy dialogue with relevant stakeholders on the advancement of energy transition agenda in Kosovo
Type of contract	Service Contract
Duration of the assignment	6 months (maximum)

1. Background

INDEP is a think tank and an advocacy center 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.

Starting from December 2019, INDEP is implementing the project 'Promoting energy efficiency and renewable energy sources in Kosovo', funded by Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ). This project aims to support Kosovo implement energy efficiency measures and targets agreed in the Energy Efficiency Action Plan and within the Energy Community objectives. In addition, this project aims to increase awareness, enhance policy and stakeholders dialogue as well as help private sector invest in energy efficiency measures.

In seeking to enhance policy and stakeholders dialogue as well as help private sector invest in energy efficiency measures, a total of 4 policy research papers will be published throughout the lifespan of the project. For the presentation of the findings of each of the 4 policy papers, 4 - 6 separate events will be organized which will bring together policy makers, civil servants, academia, journalists, experts, universities etc., to discuss concrete alternatives. These events, beyond serving the purpose of disseminating the findings of the studies, will also serve as a platform for exchange of information and building for relationships among participating parties. In addition, the recommendations and inputs deriving from the discussions will feed into the papers/analysis prepared as part of this project as well as the integrated National Energy and Climate Plans (NECP).

The topics of papers that will be prepared as part of this project are:

1. Actors & Policy Mapping for Effective Implementation of Kosovo's National Energy and Climate Plan

Kosovo is in the process of preparing the National Energy and Climate Plan (NECP). Integrated National Energy and Climate Plans (NECPs) should cover the period from 2021 to 2030, including a perspective until 2050, in order to ensure consistency with long-term relevant policy objectives as per EU, UNFCCC and Energy Community criteria. The adoption and implementation of the NECP will require the cooperation and coordination of many Kosovo institutions. This paper aims to create a holistic mapping of relevant actors and policies necessary to be introduced in order for the NECP to be successfully implemented. The paper will aim to identify the current mechanisms in place, the share of responsibility for each sector and the fields in which cooperation is most necessary. Ultimately, the paper aims to provide a mechanism for its implementation so that different institutions have a clear picture of the role, responsibilities and expectations for NECP implementation.

2. Kosovo Energy Efficiency Fund – Best Practices and Tools for a Transformative Role

This paper aims to provide the Energy Efficiency Fund with a set of tools, mechanisms and policies through which the Fund can organize its work in 2020 and lay the groundwork for greater impact over the coming years. The Law No. 06 / L-079 laid the legal basis for the establishment of the Energy Efficiency Fund. Since the entry into force of this Law in December 2018, the Kosovo Energy Efficiency Fund is not yet fully operational. Given the fact that KEEF is established as an independent extra budgetary entity, the space for organizing work and activity is very wide. With this paper we will address exactly the best ways how KEEF can accomplish its mandate best.

3. Discussion Paper: Current State and the Good Practices to Implement Energy Efficiency Obligation Schemes and Alternative Measures

The establishment of obligation schemes is one of the biggest challenges for Kosovo in the field of Energy Efficiency. Under the Energy Efficiency Directive (2012/27/EU), EU countries must set up an energy efficiency obligation scheme. This element of the Directive is completely transposed in the Law No. 06/L-079 on Energy Efficiency. Numerous dilemmas accompany the implementation of obligation schemes and alternative measures. This is because, different models exist. Will energy companies be obliged to cover the cost or will the state subsidize it? Shall companies be able to pay the equivalent of savings to KEEF or what will be the best model for Kosovo? This paper aims to address all these dilemmas and more. It aims to serve as a stimulus of the debate and discussion that needs to take place with all relevant stakeholders.

4. Policy Brief: A Case for VAT Reduction on Solar PV and distributed generation

Currently the 18% VAT rate is seen as unfavorable to the PV sector's development and sustainable development in general. This paper aims to examine current fiscal policies, costs and benefits of reducing VAT on solar PV investments. Through this paper, INDEP will identify the current fiscal barriers and benefits that a policy change would have in the growth of the sector and increasing investments. The analysis will focus on aligning local legislation and policies with the 2018 amendments to the European Directive as part of the Clean Energy for All Europeans package.

2. Objective of the assignment

The overall objective of this action is to support Kosovo implement energy efficiency measures and targets agreed in the Energy Efficiency Action Plan and within the Energy Community objectives. In addition, the objective of this assignment is to increase awareness, enhance policy and stakeholders dialogue as well as help private sector invest in energy efficiency measures.

Specifically, as part of this assignment, the engaged party will be responsible for:

- Contributing to an enhanced policy dialogue between relevant stakeholders in the energy sector for the advancement of the energy transition agenda in Kosovo
- Designing inclusive and participatory frameworks for empowering local actors responsible for meeting Energy Efficiency national and international obligations
- Raising awareness of the business community in Kosovo about energy efficiency and the benefits deriving from implementing energy efficiency measures.

3. Tasks

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

- Assisting in literature review activities,
- Collecting and analyzing relevant policy information and data,
- Assisting in the preparation of the interview questions,
- Attending meetings with the relevant stakeholders and taking notes,
- Maintaining accurate information received during one on one interviews and compiling summaries,
- Responding on daily basis and when necessary to project related e-mails,
- Attending meetings with project staff,
- Preparing project reports,
- Contributing to the overall success of the project by performing all other duties as assigned.

The research assistant shall always be in close consultation with INDEP for the performance of the task.

4. Timeframe and location of the assignment

Timeframe of the engagement is January– June 2020. Location is Kosovo.

5. Confidentiality and authorship

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

6. Supervision

The research assistant 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 expected monthly compensation

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

Any queries regarding this ToR should be sent to **Dora Musa**, email: **dora.musa@indep.info**

E-mail subject line: “<**Name and Surname – Position you are applying for**>”

8. Deadlines

The deadline for submitting an application, which should contain all required documents/information is: **10 January 2020, 23:59**

9. Payment

Compensations for this assignment will be in the form of fixed salaries on monthly basis.