

USAID Business Enabling Project in Serbia
Contract No. 169-C-00-11-00001-00
Scope of Work for
Technical Assistance in Regulatory Reform

I BASIC INFORMATION

Project Summary

The Serbia Business Enabling Project (“BEP”) is a five-year USAID-funded project awarded to Cardno Emerging Markets USA Ltd. to assist the Government of Serbia to strengthen the business environment, fiscal and macroeconomic management, financial market development, and business education throughout the country. It will provide long-term technical assistance and other financial support to help advance legal and regulatory reforms, build institutional and professional capacity, improve public education, and other activities as may be requested by the Government of Serbia (GoS). The project is organized around three components, each implemented by a resident team of Serbian and international professionals: Component 1 – Business Regulation and Economic Governance; Component 2 – Macroeconomic Policy and Public Financial Management; Component 3 – Financial Markets Development.

BEP works closely with the GoS to develop and implement policies, laws and regulations, and to reduce other constraints to private sector competitiveness. Reducing constraints – particularly those caused by poor implementation of laws and regulations – requires Government institutions to have clear strategies and priorities, and action plans that reflect those strategies, identify who or what institution is responsible, identify resources, and set targets for outputs and outcomes. This is also of prime importance for GoS budgeting, particularly as the GoS moves toward a program budgeting approach, which is required by law beginning with the 2015 budget.

Despite these needs – and despite the fact that numerous important reforms are overdue and need attention – most GoS institutions do not have clear strategies and priorities for reforms. Many "strategy" documents exist, but most are unused, and many suffer from being too vague to implement.

The GoS is working on a list of short-term priorities for economic reforms, which will be in the nature of an action plan. The list will be compiled from lists developed by each Ministry that is involved in economic reforms. A senior policy advisor has been tasked by the GoS to help prepare the priorities and BEP will assist them in this endeavor.

SCOPE OF WORK (SoW)

Background to SoW

This assignment will assist BEP's Component 1: Business Regulation and Economic Governance activities; Component 2: Macroeconomic Policy and Public Financial Management; and Component 3: Financial Market Development. The Economic Reform Strategy Advisor will provide Short Term Technical Assistance over a two month period.

A lack of strategies, priorities, clear direction, planning, and overall management capacity in our GoS partner institutions is a major barrier to proper implementation of the laws, regulations, and procedures that BEP works on. Strategic planning, management, implementation of projects, monitoring and evaluation, budgeting, and staff development are substandard in most partners. Thus, BEP has increased its focus on improving the capacity of our GoS partners to manage implementation of laws, procedures, and processes. A logical extension of this work is to help develop clear priorities, strategies, and action plans that will provide a clear path and process for the reform efforts.

The Economic Reform Strategy Advisor's work will include gathering strategies, data, information, and priorities from multiple GoS institutions and assisting in compiling and refining this information into a strategy and action plan for the GoS.

Objective

The objective of this STTA advisor is to help develop a GoS strategy and action plan for short-term economic reforms. This will help the GoS and particularly BEP's GoS partners to efficiently and properly develop and implement priority policies, laws and regulations. This will help to create a better business environment that will generate more investments and lead to improvement of competitiveness of Serbian companies.

The Economic Reform Strategy Advisor will provide support to develop the GoS economic reform strategy and action plan, including, but not limited to:

- Assist senior policy advisor to prepare the draft priorities, strategies, and action plans for GoS economic reforms by compiling strategies, data, and priorities from GoS institutions and analyzing and reflecting them in a GoS economic reform strategy and action plan
- Other assistance to develop the GoS economic reform strategy and action plan as identified and agreed on with BEP components and the Chief of party.

The Consultant will plan and implement the work activities in cooperation with the USAID BEP Chief of Party Joe Lowther.

Period of Performance

Period of performance of this SoW is from October 1, 2013 to November 30, 2013. The maximum number of days under this LOE cannot exceed 25 days.

Deliverables

Specific work products to be developed by the Economic Reform Strategy Advisor include:

- Portions of draft GoS economic reform strategy and action plan
- Final Report of assignment in format provided by BEP.

All documents should be prepared in English unless otherwise agreed with the BEP Chief of Party.

Drafts of all deliverables need to be supplied for comments to Joe Lowther of Cardno Emerging Markets in accordance to the schedule provided above. The final report should be provided in ten days after concluding the contract.

CV in English with clearly showing adequate background and stating references should be sent by e-mail to: info@bep.rs, by September 27, 2013.