



USAID Business Enabling Project in Serbia
Scope of Work for
Consultant for Developing the Brochure for new MP's and Technical Training for the
Parliamentary Finance Committee and members of Support Service

Background

About the Project

USAID's Business Enabling Project ("USAID BEP"), implemented by Cardno Emerging Markets USA and partners, is a five year initiative launched in January 2011. The purpose of the Project is to help the Government of Serbia improve the competitiveness of the Serbian economy, its macroeconomic position and its private sector businesses. The Project provides technical assistance, training, and other support to improve the business enabling environment, macroeconomic stability, and further develop financial markets. The Project is demand driven: all activities are based on the priorities of the private sector and Government. USAID BEP Component 2, Macroeconomic Policy and Public Sector Financial Management, helps to advance reforms in financial management and fiscal policymaking that are relevant for business growth and competitiveness. This includes technical assistance to develop better economic forecasts, build capacity in program and performance-based budgeting, improving public debt management, and strengthen public private dialogue and awareness about key policy issues and developments.

The overall aims of USAID BEP work in these areas are to:

- 1) Make better use of public funds
- 2) Strengthen fiscal responsibility, planning, and transparency
- 3) Reduce fiscal risks
- 4) Improve the quality and scope of fiscal analysis and policymaking
- 5) Reduce the impact of government financing on business and the economy at large
- 6) Strengthen compliance with requirements for EU accession

The Ministry of Finance (MoF) and Parliament are the main public sector counterparts for BEP work under this component. The MoF Budget Department is BEP's main counterpart in efforts to implement program budgeting.

Background to SOW

After early parliamentary elections new Serbian parliament has been constituted on 16th of April 2014. Bearing in mind the new composition of the National Assembly, the Committee on Finance, State Budget and Control of Public Spending (Finance Committee) was re-established now having 10 new member MPs, out of total of 17.

The Finance Committee is targeted as main BEP's counterpart within National Assembly. The Committee considers bills and proposals of general acts and issues in the following areas: the system of financing of public functions; taxes, duties and other public revenues;



state budget and financial plans of compulsory social insurance organizations; the Budget Financial Statement; public debt and financial assets of the Republic of Serbia, and other issues in the field of finance. Furthermore, the Committee controls implementation of the state budget and accompanying financial plans in regards to legality, purposefulness and efficiency of public spending, and submits a report thereof with recommended measures to the National Assembly.

So far, the USAID BEP assistance mainly targeted the Finance Committee and the Assembly's research staff. During the previous year USAID BEP's collaboration with the Finance Committee included a technical training series: trainings on selected budgetary and fiscal issues (including medium-term fiscal framework, public debt analysis, performance measurement and program budgeting); technical briefings and presentations of USAID BEP studies; and improvement of communication and collaboration between the Fiscal Council and the Finance Committee. USAID BEP also helped build the capacity of the Finance Committee to apply regulatory impact assessment. USAID BEP's collaboration with the Committee continued with organization of the National Budget Forum, held under the slogan "*Towards Greater Transparency and Control of the Budget Process*", and "*Strengthening the Parliament's Role in Budgetary Decision-Making and Planning*" seminar, focused on performance measurement usage.

Previously, the topics of the technical training series broadly concerned budgeting and oversight issues. This year we expect them to be more narrowly focused on the program budgeting reforms, medium-term planning and monitoring of budget execution. The timing and scope of specific training sessions will be agreed with the Finance Committee. Prior to start of these new activities, USAID BEP plans to present its project activities and achievements to the new MPs during an Orientation Seminar, by covering two topics: Public Finance Sustainability and Legislative Reforms for Jobs Creation and Economic Growth. In that regard, USAID BEP will engage STTA to prepare and publish the "Checklist for Monitoring and Oversight of the Budget Process", intended to provide necessary information for new MPs.

USAID BEP's goal is to strengthen the role of the Parliament in budgetary and strategic decision making and oversight processes. This way management of public finance will be drastically improved. Our overall intention is to help the Finance Committee become one of the drivers of program and performance-based budget reform, and create demand for higher quality performance reports.

Scope of work

Objective

The central objective of this STTA is to help MP's of Finance Committee and members of the Support Service and Research Department better understand the importance of sustainability of public finance, and increase their knowledge and role in the budgetary process.



Task (5 STTA days)

Develop the guide "Checklist for Monitoring and Oversight of the Budget Process" for the MP's and provide advisory session for the MP's and members of Support Service and Research Department.

Task 1: Develop a guide, which should cover at least the following areas:

1. Brief overview of the Budget System Law, including in particular budget adoption deadlines, final balance, content of the budget, Fiscal Council powers;
2. Extracts from the Parliament's Rules of Procedure with emphasis on budget adoption procedures;
3. MP's duties, rights, and responsibilities in review and oversight of GoS budget proposal and adopted budgets;
4. Fiscal Council and its powers; what can MP's find in the Council's reports
5. State Audit Institution, its powers, types of audits, official positions, acting upon its reports, brief guide to reading its reports

The guide should provide easily understandable, practical guidance for MPs to exercise their functions in GoS budget review and oversight.

Task 2: Provide advisory session for the MP's and members of Support Service

The Consultant will also prepare a presentation and training materials in accordance to the requirements of the Finance Committee. The consultant will conduct an advisory session for MPs and Support service staff at an agreed upon time.

The Consultant will be expected to perform the task from 06/02/2014 to 06/24/2014.

The maximum number of days under this LOE cannot exceed 5 days.

Applications including CV clearly showing adequate technical background and relevant work experience, along with references should be sent by e-mail to: info@bep.rs, by May 22, 2012. Only short-listed candidates will be contacted.