



**Technical Assistance to the Ministry of Finance in Streamlining Planning,
Evaluation, Prioritization, and Monitoring of Capital Projects
Business Enabling Project
USAID**

Serbia

- **Period of Performance: 7/1/16 – 10/31/16**
- **Total Length of Employment - Days: 25**

Project Summary

USAID's Business Enabling Project ("USAID BEP"), implemented by Cardno Emerging Markets USA and partners, is a seven 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 investment management (PIM), 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

Background to SOW

Budgeting practices in Serbia need to be significantly improved to bring about more efficient use of scarce public resources. With USAID BEP's assistance, program budgeting (PB) was

implemented in the 2015 GoS budget, as required under the Budget System Law. This budgeting approach presents government finances in a way that enables better measurement of the benefits and costs of how funds are used. It also provides an improved framework for longer-term planning and prioritization of projects.

In 2015, USAID BEP developed a framework for the PIM process, which is based on best international practice and is harmonized with the legal and institutional framework in Serbia. The framework provides an effective process to select, prepare, evaluate, and monitor the GoS's capital investments.

Currently, with the USAID BEP support, MoF works on the finalisation of the Bylaw on the content, preparation, assessment, monitoring, and reporting on realization of capital projects.

The tasks described in this SoW will help the MoF to develop the methodologies and guidelines for implementation of the bylaw. Then, the advisor will develop training materials and provide trainings and consulting on how to implement the methodologies and guidelines. In addition, the consultant will help the IT team of the BD develop a concept for software to support PIM system.

Objective

The objective of this STTA is to assist the MoF BD to: 1) to assist the development of methodologies on project appraisal and selection; 2) technical support for software to support project management and 3) develop training materials and build capacity of BD to implement the methodology; 4) outreach activities.

Tasks

Task 1 Help to finalise the final versions of methodologies regulating preparation, evaluation, prioritization, and monitoring of capital projects, prepared by international expert

- **Input for finalisation of the General Methodology for Project Appraisal + Guideline for the implementation of the By-law**

The consultant will be responsible for providing final inputs and support for developing general methodology for project preparation and appraisal and Guideline: the necessary investment documentation referred in By-law:

- OPI Form- Conceptual Capital Project Proposal, depending on kind of the project, and
- Application for Financing Form, depending on the status of the project.

Required inputs is dependent upon the size and kind of the project prescribed in the By-law (for small, medium and big capital projects) and in detail should be described in the methodology for evaluating capital projects.

- **Input for finalisation of the Methodology for Project Selection and Prioritization, prepared by international expert**
 - Establish procedure for assessment of project's strategic relevance and the quality and completeness of the project documentation.

The consultant will be responsible for providing final inputs and comments for developing the Methodology for project selection and prioritization to the international expert.

The procedures introduced need to be fully integrated in the strategic planning and budgeting cycle and aligned with process for selection of IPA-financed capital projects.

- **Review the current methodologies and documentations developed by the Serbian institutions.**

Task 2 Technical support for concept proposal for software application to support capital project management

The consultant is expected to provide assistance to the team of the Budget Department IT group, with development of the concept for IT support.

Task 3 Develop training materials and build capacity of MoF Capital Planning Unit and budget beneficiaries to implement capital project methodology

The consultant should deliver training to the MoF capital planning unit and relevant line ministries to implement the provisions of the bylaw and methodology. This will include the development of training plan and materials (based on the methodology) which should cover at least the following modules: project documents preparation, ex-ante assessment, project evaluation and readiness assessment, ranking of projects, monitoring and evaluation, and project close-out. The training is to be delivered through a series of 2-hours sessions for small groups, enabling participants to gain “hands-on” experience in capital project management. Also, per request consultant could be ask to deliver presentation on improved process of capital project with local expert to the MPs of Finance Committee.

Deliverables

Specific work products to be developed by Consultant include:

1. The General Methodology for Project Appraisal + Guideline for the By-law
2. The Methodology for Project Selection and Prioritization
3. Training materials
4. Final report, summarizing results of the consultants’ engagement;
5. Participation in outreach activities.

All materials shall be prepared in English and translated to Serbian.

Qualifications:

5 years plus experience in public investment management issues

Required experience:

- Proven expertise in capital projects, both appraisal and management
- Proven expertise in drafting legislation and methodologies

- Good understanding of issues related to preparation, evaluation, prioritization and monitoring of public sector infrastructure projects
- Proven track record of established national systems (procedures) for planning, evaluation, prioritization, and monitoring of capital projects
- Experience in comparative analyses of institutional and regulatory frameworks.

Education:

Advanced Degree in relevant area of study

Deadline - Application need to be submitted by June 30th, 2016.

Please send the following to:

info@bep.rs

Current CV

Contact Information:

- Email
- Mobile