

USAID Business Enabling Project in Serbia JOB DESCRIPTION AND STATEMENT OF WORK

Position: Public Finance and IT Expert

Employer: Cardno Emerging Markets USA Ltd., Washington DC, Belgrade Representative Office

Component 2: Macroeconomic Policy and Public Financial Management

Location: Belgrade

I. SCOPE OF WORK

About the Project

USAID's Business Enabling Project ("USAID BEP"), implemented by Cardno Emerging Markets USA Ltd. and partners, is a seven-year initiative launched in January 2011. The purpose of USAID BEP is to help the Government of Serbia improve the competitiveness of the Serbian economy, its macroeconomic position and its private sector businesses. USAID BEP provides technical assistance, training, and other support to improve the business enabling environment, improve public financial management, and further develop financial markets. USAID BEP is demand driven: all activities are based on the priorities of the private sector and Government.

USAID BEP has three components: Component 1, Business Regulation and Economic Governance; Component 2, Macroeconomic Policy and Public Financial Management; Component 3, Financial Market Development. This assignment concerns Component 2.

Component 2 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. BEP has helped the Ministry of Finance (MoF) to implement program budgeting in the GoS.

Background to SOW

Program Budgeting Implementation

With USAID BEP's significant assistance, program budgeting (PB) was implemented in the 2015 and 2016 GoS budgets, 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 provides a framework for longer-term planning and prioritization. In practical

terms, it involves significant changes to the way the budget is classified, compiled, evaluated, prioritized, and ultimately monitored. PB is an approach to budgeting that allows expenditures to be allocated according to intended use. In presenting expenditures this way, the government can better assess how money is spent and whether it is spent in line with high level strategic goals or performance requirements.

During 2016, USAID BEP plans to continue strengthening PB framework. This will include technical support to the MoF Budget Department and selected budget users. It will also include development of a budgeting information system for the MoF. USAID BEP is procuring this system under a grant, through a Purchase Order with Elektronika Inzenjering.

Discussions among the beneficiary, USAID BEP and the vendor identified the need for the implementation of a set of functionalities related to indexation of the budget. This is an important system requirement as it would enable the functionality of change in values of economic classification for a single budget user, a group of budget users or for all budget users for a specific percentage. Such functionality enables action of indexing values of the budget thus preparing budgets and limits that can be submitted to the Government for consideration and as such, implementation of these functionalities exceeds those envisaged by the SoW with the vendor.

Objectives

The objective of this STTA is to:

- 1) Develop a set of functionalities related to for budget indexation in a way that provides optimum efficiency for analyses performed by the MoF

The Consultant will be part of a USAID BEP Task Management team that will work with the MoF and vendor to implement the budgeting information system.

Tasks

Develop the set of functionalities related to budget indexation with the following requirements:

1. Indexation

It enables work with set of rules and work with scenarios in which previously prepared rules can be applied to a specific set of expenditure appropriations and can be further modified prior to using those rules.

1.1. A set of rules

The functionality is available to the role of budget manager (MB).

Functionality allows defining and viewing sets of rules that will be applied to the expenditure appropriations scenarios prepared for indexation.

1.1.1. List of all sets

The functionality enables view of all sets of rules within the system

1.1.2. Creating a new set of rules

Functionality allows creation of new set of rules and defining the basic identification data.

1.1.3. Creating rules

Functionality allows you to create rules that are part of the set of rules.

1.1.4. Update of rules (indexes)

After the rule is created, the functionality allows you to change the index value.

1.1.5. Deletion of rules

After a rule is created, the functionality allows you to delete the rule within a set of rules

1.1.6. Update

The functionality allows you to update the identification data and the set of rules

1.1.7. Deletion of set of rules

Functionality allows you to delete an existing set of rules from the system.

1.2. Scenarios

The functionality is available to the roles of budget manager (MB) and Budget Analyst (BA). Each user (role) can only work with set of data (budget users) for which he is responsible.

Functionality allows defining and view of scenarios. Scenarios consists of a set of expenditure appropriations which are made of the basis and the budget plans of the budget users, value, a set of rules for indexation and the results of the indexation.

1.2.1. List of all scenarios

The functionality allows users to view a list of all scenarios that exist in the system.

1.2.2. Creating a new scenario

Functionality allows creation of new scenarios and defining the identification data of the scenarios

1.2.3. Creating a set of appropriations

The functionality is available only to the author of scenarios and allows the user to create a set of expenditure appropriations which value can be further modified.

1.2.4. Selection of a set of rules

The functionality is available only to the author of scenarios and allows the user to select one of the existing sets of rules that will be applied when calculating scenario.

1.2.5. Modification of value of set of appropriation

The functionality is available to all users and enables you to add the rules on which the adjusted value of the appropriations from the column "base" will be used.

1.2.6. Linear modification of appropriation values

The functionality is available to all users and allows you to change the value of a particular subset of appropriations.

1.2.7. Calculation

Functionality allows the calculation of resulting values of appropriations using indexes defined in accordance with the defined set of rules.

1.2.8. Copying

Functionality allows copying of data between different scenarios.

1.2.9. Update of scenarios

The functionality allows you to update the data used for scenarios: change of base value, change of budget plans of the budget users etc.

1.2.10. Deletion of scenarios

Functionality allows you to delete scenarios from the system

2. Working with budget

In order to enable import of basis from the executed budget, it is necessary to modify the existing functionality to import data from XLS file.

2.1. Aggregation of appropriations of the executed budget

Functionality allows that after the import has been successfully performed the system automatically performs data aggregation between budget versions.

3. Implementation of the macro sector comparative data report

Implementation of 3 columns relevant for the macro sector comparative data report.

Level of effort

Maximum number of days under this LoE cannot exceed 30 (thirty) days.

Period of Performance

Period of performance of this SoW is July 05 to August 15, 2016.

Deliverables

In addition to the advisory inputs, specific work product to be developed by Consultant includes:

- 1) Installation files and source code for the developed functionalities.
- 2) Sprint review of the developed functionality to the Ministry of Finance working group
- 3) A final STTA report on the work performed and results achieved prepared in English.

To Apply.

Applications including CV and Cover letter should be sent by e-mail to: info@bep.rs , by July 1, 2016 CoB (Close Of Business - day). Only short-listed candidates will be contacted.