

REQUEST FOR EXPRESSION OF INTEREST

**Ministry for Communities, Territories and Infrastructure Development of Ukraine
Housing Repair for People's Empowerment Project (HOPE)
Project Management Team (PMT)
Consultancy Services**

Country: Ukraine
Project: Housing Repair for People's Empowerment Project (HOPE)
Assignment Title: Monitoring and Evaluation Consultant
Project ID No.: P181200
Reference No. (as per Procurement Plan): HOPE-C3-10

Ukraine has received financing from the International Bank for Reconstruction and Development (the "Bank" or IBRD) for the implementation of the project "Housing Repair for People's Empowerment Project (HOPE)" (the "Project") and intends to use part of these funds to make eligible payments for the consulting services for which this Invitation to Express Interest has been issued.

The consultancy services (hereinafter referred to as the "Services") shall comprise the services of Monitoring and Evaluation Consultant of the Project Management Team (PMT) for the purposes of the Project. Detailed information on the scope and duration of Services is provided in the attached Terms of Reference.

Ministry for Communities, Territories and Infrastructure Development of Ukraine invites eligible consultants (the "Consultants") to express their interest in providing the Services. Eligible Consultants shall provide information confirming that they have the qualifications and experience required to perform the Services. The selection of most qualified and experienced Consultant for the assignment will be based on the following criteria:

Required:

- Bachelor's Degree or equivalent in statistics, finance, economics, law, engineering, or other relevant field.
- At least 2 years of proven experience in working on monitoring and impact evaluation for large scale programs;
- At least 2 years of proven experience of work with international agencies, international financial and donor organizations;
- Experience in working with large data sets, in particular ability to clean, consolidate, organize, visualize and report on information from big datasets and various sources in an efficient and effective manner and in alignment with project results and monitoring indicators;
- Fluency in Ukrainian and in English languages.

Desired:

- Experience in civil construction;
- Experience in coordinating and interacting with multiple stakeholders to collect timely and organized data required for Project monitoring and evaluation;
- Knowledge of IBRD rules and procedures relating to financial management and procurement practices.

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's Procurement Regulations for IPF Borrowers for Goods, Works, Non-Consulting

and Consulting Services, dated November 2020, setting forth the World Bank's policy on conflict of interest.

CVs must be delivered to the following e-mail: HOPE@mtu.gov.ua with the subject: **“HOPE-C3-10 Monitoring and Evaluation Consultant”** in English and Ukrainian languages by **17:00 (Kyiv Time) February 08, 2024.**

A consultant will be selected under IC selection procedure as set out in the Procurement Regulations.

Ministry for Communities, Territories and Infrastructure Development of Ukraine

Housing Repair for People's Empowerment (HOPE) Project

TERMS OF REFERENCE AND SCOPE OF CONSULTING SERVICES
for the Monitoring and Evaluation Consultant of the Project Management Team (PMT)

I. BACKGROUND

1. Russia's invasion of Ukraine continues to impose a severe humanitarian and economic toll. Between February 24, 2022 and April 9, 2023, 22,734 civilians were killed and injured. The invasion also triggered one of the largest human displacement crisis in the world where approximately 5.4 million people (or one-eighth of the population) were displaced within Ukraine, and over 8.1 million people fled to neighboring countries.
2. Damage to infrastructure, housing, and public services continues to grow, with funding needs for recovery and reconstruction estimated at US \$411 billion as of February 24, 2023, with US \$135 billion sustained in direct damage to buildings and infrastructure. According to estimates in the Rapid Damage and Needs Assessment (RDNA) update for the period of February 24, 2022, to February 24, 2023, the most affected sector was housing. Donetsk, Kharkiv, Luhans, Zaporizka, Odeska, Mykolaivska, Sumska, Chernihivska, Kyivska, and Khersonska oblasts were those sustained the greatest direct damage.
3. The Housing repair for People's Empowerment (HOPE) Project forms part of the World Bank (WB)'s package of emergency financing that has been mobilized to help the Government of Ukraine (GoU) sustain essential government service delivery to the Ukrainian people and repair critical infrastructure. This package includes the IDA-IBRD blended financing for the Public Expenditures for Administrative Capacity Endurance (PEACE) Project (P178946), allowing the GoU to optimize its fiscal space and maintain health, education and social protection services during the wartime, and the Ukraine Relief, Recovery, Reconstruction and Reform Trust Fund (URTF) launched by the World Bank Group (WBG) to activate rapid transfer mechanisms to channel international donor contributions. The first three framework projects have been approved over the last six months for emergency repairs and support in the health, transport, and energy sectors with financing through the URTF. The HOPE Project will be the fourth framework operation and will help affected households to urgently regain adequate housing through emergency repair of damaged housing stock. The components of the HOPE are:
 - Component 1: Repair of residential units with partial damage;
 - Component 2: Design and capital repair of partially damaged Multi-Family Buildings (MFBs);
 - Component 3. Project management and capacity strengthening.
4. The Project is implemented by the Ministry for Communities, Territories and Infrastructure Development of Ukraine (MCTID) through a Project Management Team (PMT) at the central level to oversee the execution of all Project activities.
5. Implementation of the Project is regulated by the decree of the Cabinet of Ministers of Ukraine No. 70 dated January 27, 2016 "On the Procedure for Preparation, Implementation, Monitoring and Completion of Economic and Social Development Projects of Ukraine Supported by International Financial Organizations", other legal acts of the Cabinet of Ministers of Ukraine, orders of MCTID, and relevant Project documents including the Project Operations Manual.
6. The activities of the PMT are directly regulated by the provisions of the Procedure for the Activities of the Management Groups for Economic and Social Development Projects of Ukraine Supported by International Financial Institutions, approved by the Order of the Ministry of Finance of Ukraine, the Ministry of Economy and European Integration of Ukraine, the Ministry of Labor and Social Policy of Ukraine, the Ministry of Justice of Ukraine dated October 29, 2002 No. 905/308/550/93/5, registered with the Ministry of Justice of Ukraine on October 29, 2002 № 853/7141, Project Agreement, and the Project Operations Manual.

II. OBJECTIVES

7. The objectives of this assignment for the Monitoring and Evaluation (M&E) Consultant are to promote sound and robust M&E practices to report on the project activities according to the indicators defined in the Project's Results Framework (RF).

III. SCOPE OF SERVICES

8. To reach the set objectives, the M&E Consultant shall perform the following tasks:

M&E Activities

- a. Review all the project-related documentation (including Project Agreements, Project Appraisal Document (PAD), Project Progress Reports, Result Framework, Theory of Change, performance monitoring plans for the project, etc.);
- b. Establish a data collection plan to be rolled out across the project. This would include, among others, collecting and consolidating information received from the LPIU at the request of the PMT and providing consultations on data preparation to the LPIU participating in the Project and assessing the status of implementation of contracts signed under component 2 of the Project;
- c. Monitor the project implementation progress and achieved results in accordance with the results framework of the Project. This would include monitoring and evaluating the achievement of the Project indicators stipulated in the results framework of the Project.
- d. Advise on the M&E results to the Team Leader to inform managerial decisions at the project level;
- e. Lead the preparation of the Terms of References for M&E consultancies and coordinate their work and services, as relevant;
- f. Coordinate the work of other M&E consultants, to ensure high-quality deliverables of the reports and deliverables, as relevant;

Data Management

- g. Maintain an organized archive of all relevant databases, analyzed data and information related to implementation progress and results and provide necessary data as and when required for verification;

Reporting

- h. Submit consolidated monthly and quarterly reports on project implementation, including an evaluation monitoring report across all indicators stated in the RF and in accordance with the monitoring and evaluation plan, as well as the requirements of the current legislation of Ukraine and the rules and procedures of the World Bank under the Project;
- i. Prepare a detailed monthly update for Component 1 activities disaggregated by compensation type and region/municipality. This would include the analysis of pace of disbursement across local commissions and identification of possible bottlenecks and LSGs requiring additional support;
- j. Analyze the data (quarterly, semiannually and annually) and other relevant inputs received from the institutions and municipalities involved in the project implementation to inform the relevant reports;
- k. Prepare reports or inputs for the report on project implementation upon request of the relevant ministries, other executive authorities, and the Team Leader;
- l. Perform other duties related to the M&E activities under the project, as relevant.

IV. REPORTING

9. The Consultant shall report to the Team Leader of the PMT.

10. The Consultant shall provide monthly reports to the Team Leader covering the results of the implementation of these Terms of Reference during the period of service. The monthly reports shall include, inter alia, sufficiently detailed information on the services provided by the Consultant during the reporting period. The Team Leader may request submission of supporting documentation prepared by the Consultant during the course of this assignment.

V. PROVIDED RESOURCES

11. The Client shall provide access for the Consultant to the following:
 - a. A workplace equipped with a PC and a telephone;
 - b. Access to Internet, photocopier, printer and scanner;
 - c. Project-related documentation, including the relevant IBRD documentation.

VI. MINIMUM QUALIFICATION CRITERIA:

12. Required:
 - a. Bachelor's Degree or equivalent in statistics, finance, economics, law, engineering, or other relevant field.
 - b. At least 2 years of proven experience in working on monitoring and impact evaluation for large scale programs;
 - c. At least 2 years of proven experience of work with international agencies, international financial and donor organizations;
 - d. Experience in working with large data sets, in particular ability to clean, consolidate, organize, visualize and report on information from big datasets and various sources in an efficient and effective manner and in alignment with project results and monitoring indicators;
 - e. Fluency in Ukrainian and in English languages.
13. Desired:
 - a. Experience in civil construction;
 - b. Experience in coordinating and interacting with multiple stakeholders to collect timely and organized data required for Project monitoring and evaluation;
 - c. Knowledge of IBRD rules and procedures relating to financial management and procurement practices.

VII. PLACE AND DURATION

14. The term of this assignment is from January 2024 to December 2025 and includes a probation period of 3 months. In case of unsatisfactory performance of the functional duties defined by this ToR during the probation period, the contract may get terminated.
15. This is a full-time consultancy assignment, and the Consultant shall be based in Kyiv.