



## Terms of Reference

<b>Project</b>	Rest@rts
<b>ToR Number (Please refer to it when applying your offer)</b>	Rest@rts/01/2023
<b>Period of Performance</b>	March – May 2023
<b>Location</b>	Palestine
<b>Date of announcement</b>	January 31, 2023
<b>Activity Title</b>	Public Policy Expert

### 1. Background

Leaders International (LI) plans and delivers innovation and economic development interventions with a particular focus on private-sector development, entrepreneurship, job creation, digital transformation, and access to markets. The organization manages a multi-million active portfolio of grants and service contracts to ensure the economy's access to the necessary means and resources for development and economic prosperity. Through its projects, LI leverages its expertise in research, strategy, and management to provide its beneficiaries with sustainable technical and financial assistance, and build their capacity and resilience to adapt to different economic challenges.

### 2. Project Background:

Rest@rts: Reinforcing Med Microfinance Network System for Start-ups; aims to reinforce the Med Microfinance network system for start-ups by promoting economic and social development and supporting innovative start-ups and recently established MSMEs.

Rest@rts' main objective is to contribute to stimulating growth and improving the business ecosystem in the Euro-Med area facilitating, enlarging, and strengthening access to credit. The project achieves this objective directly by broadening the finance options available and improving understanding of the full range of financing instruments. The project's work packages are going to encourage discussion among stakeholders about new approaches and innovative policies for SME and entrepreneurship financing. Please note that Leaders International is a partner within a consortium of Mediterranean countries executing this project.

### 3. Purpose

The Expert will be responsible to deliver a Policy Knowledge Package at the national level (Palestine) that and introduces and builds on the results of the ReSt@rts project. The Policy Knowledge



Package will be composed of a manifesto including technical and policy guidelines to be disseminated to public authorities involved in the implementation of innovative programs supporting the creation of new businesses and/or managing programs and tools devoted to access to finance.

#### **4. Scope of Work**

- Analyze criteria and success factors for the implementation of the Policy Knowledge Package
- Develop the Policy Knowledge Package aiming towards implementing innovation and transferring ReSt@rts outcomes into the MarketPlace. Replicate and mainstream the MarketPlace model to public authorities.
- Consult with internal and external stakeholders to ensure inclusion of relevant factors.
- Identify benefits, disadvantages, and omissions in existing policy frameworks.
- Ensure that policies and policy amendments meet legal requirements.
- Report on findings and propose new policies or amendments to existing policies.
- Draft new policies or amendments to policies/ submit proposals for review.
- Edit and finalize new policies or amendments as required.
- Document processes and disseminate information to stakeholders.

#### **5. Deliverables**

The expert will be responsible to produce a Policy Brief/Public Policy Package. The Policy Brief should be a concise summary addressing regulatory issues at the national level (Palestine) that impact operations and institutional development of microfinance institutions. Additionally, it will include remedies and solutions and recommendations for decision makers guiding on how to improve mechanism for funding and for sharing best practices developed under ReSt@rts project. The Policy Brief will be addressed to government policymakers and other relevant stakeholders in the field who are interested in formulating or influencing mechanisms for funding and access to finance.

The Policy Knowledge Package can take up any form. It should be a minimum of 10 pages, or 4,000 words including graphics and visuals.

##### A policy brief should:

- Provide enough background for the reader to understand the main problems of funding in the region/country.
- Stress on the importance of urgent actions to address the pressing issues.
- Provide information about alternatives/remedies (in an objective brief).
- Provide evidence to support one alternative (in an advocacy brief).
- Urge readers to make a decision.
- Be short and to the point. It should focus on a particular problem or issue. It should provide enough information regarding the problem that has been addressed for the reader to understand the issue and come to a decision.
- Be evidence-based from various sources – preferably from several different areas or organizations.



- Relate to the big picture. The policy brief may build on context-specific findings, but it should draw conclusions that are more generally applicable.
- Include the following: (Title, Summary, Recommendations, Introduction, Body Content, Technical Guidelines, Policy implications, Conclusions, The masthead (the series title), Authors, Acknowledgements, Publication details and References).

## 6. Qualifications Required

The applicant shall have the following qualifications:

- Academic Background in Economics, Finance, Business Administration, Law, Political Science or any other related field.
- 3 years of experience on similar roles.
- Full proficiency in English and in Arabic
- Exceptional ability to determine policy oversights and omissions.
- Advanced ability to recommend new policies or amendments and prepare draft versions.
- In-depth knowledge of legal considerations relevant to policies.
- Advanced knowledge of conventions and standards in policy writing.
- Ability to collaborate with internal and external stakeholders.
- Experience in preparing reports and presenting findings.
- Excellent recordkeeping and communication skills.

## 7. Documents to be submitted

The application must contain the following documents:

1. Financial Offer (attached to this ToR)
2. Company profile or CV (individual consultants)

## 8. Taxes and other Terms:

- The offer should be including VAT;
- For individual consultants, Applicable tax laws apply.

Please submit all required documents to [procurement@leadersinternational.org](mailto:procurement@leadersinternational.org) no later than February 7, 2023 **in EUR Currency.**



## FINANCIAL OFFER FORM

FOR

“Reinforcing Med Microfinance Network System for Start- ReSt@rts Project”

Please fill in the table below and submit it along with your CV to: [procurement@leadersinternational.org](mailto:procurement@leadersinternational.org)

Name of subject: **Rest@rts/01/2023 - Public Policy Expert**

First Name, Last Name	
Address	
Mobile	
E-mail address	
Nationality (for tax purposes)	
Expected daily rate in <b>EUR</b>	
Expected Working Days	