

## TERMS OF REFERENCE.

### FOR THE LOCAL CONSULTANT.

#### ENTREPRENEURIAL ACCELERATOR CONSULTANT OF GCIP MOLDOVA.

<b>Title:</b>	<b>Local Consultant. Entrepreneurial Accelerator consultant</b>
<b>Main Duty Station and Location:</b>	<b>Moldova</b>
<b>Mission/s to:</b>	<b>To be approved separately as required</b>
<b>Start of Contract (EOD):</b>	<b>TBC</b>
<b>End of Contract (COB):</b>	<b>TBC</b>
<b>Contract Type:</b>	<b>Regular</b>

### ORGANIZATIONAL CONTEXT

The Public Institution National Center for Sustainable Energy, hereinafter referred to as PI NCSE, is a governmental institution in Moldova, subordinated to the Ministry of Energy, which is the central body responsible for energy sector. PI NCSE, generally, is responsible for co-designing and implementing of state policies aimed to improve energy efficiency and promote renewable energy sources. PI NCSE participates in drafting of national programs, action plans, and normative acts, including technical regulations and standards in the field of renewable energy and energy efficiency, develops minimum energy efficiency requirements for devices and equipment produced in, or imported to Moldova and drafts innovative programs promoting energy efficiency and renewable energy as well as assists the central and local public authorities in preparing such programs. The PI NCSE has been selected as the main executing entity of GCIP Moldova, that is responsible for recruiting the project management personnel to the PMU. The PMU will manage, monitor, and evaluate project activities.

### PROJECT CONTEXT

The United Nations Industrial Development Organization (UNIDO), with its unique mandate to support inclusive and sustainable industrial development, has partnered with the Global Environment Facility (GEF) to address the most pressing global environmental challenges of our time. Through fostering innovation and entrepreneurship ecosystems, UNIDO and GEF seek to promote affordable and scalable solutions, enabling countries to leapfrog to climate and clean energy technologies (cleantech) through the Global Cleantech Innovation Programme (GCIP).

GCIP fosters an ecosystem approach that supports cleantech innovations in existing and new SMEs and startups through the provision of catered tools and methodologies that enhance their productivity and competitiveness while promoting a supportive policy and regulatory framework on a national level. The GCIP takes a competition-based approach (accelerator) to identify a pool of promising entrepreneurs and it supports them through ongoing mentoring, webinars, and networking events, in order to grow their innovative ideas and concepts into fully-fledged products and services that will be ready to enter the national and global markets.

The GCIP is comprised of three programmatic pillars that are interlinked as described below:

- Pillar 1 (*acceleration and investment facilitation*) focuses on the identification and growth of start-ups, with interventions targeting the private sector (enterprises).
- Pillar 2 (*cleantech ecosystem strengthening and connectivity*) aims to support the national ecosystems with intervention targeting national institutions, ministries, financial institutions, and other key national stakeholders, as well as facilitate collaboration among the ecosystems.
- Pillar 3 (*program coordination and coherence*) provides strategic guidance for efficiency and effectiveness in achieving impact among GCIP countries, with interventions designed to enhance coordination among GCIP project teams at national and global levels, and with project executing partners

Under the GCIP Framework, the „Clean technology innovation program for SMEs and start-ups in the Republic of Moldova” (GCIP Moldova) is developed to support Moldova’s cleantech enterprises (SMEs and start-ups), to develop and scale up its solutions and to scale up the market adoption of cleantech innovations, thus leading to a reduction in GHG emissions and resource consumption. Furthermore, the project will facilitate increase of investment, job creation, and cleantech market development. The focus of the project will be on enhancing institutional, market, and ecosystem capacities to support emerging clean technology start-ups and strengthening policy frameworks and mechanisms for technology innovation in and by SMEs. By using a cross-sectoral and multi-tiered approach to build a sustainable conducive business environment for cleantech innovation and entrepreneurship, the project’s approach will combine a competition to identify the most promising innovation entrepreneurs (start-ups and SMEs) across the country with a local business acceleration program, which will support and de-risk selected entrepreneurs/companies and will connect them with potential investors, customers, and partners.

To this end, GCIP Moldova consists of three components, in line with the above-described three programmatic pillars, as outlined below:

- **Component 1:** *Transforming early-stage innovative cleantech solutions into scalable enterprises.*  
Component 1 aims to provide direct support to early-stage enterprises to enhance their capacity and competitiveness, and to leverage market opportunities.  
More specifically, outcome 1.1 focuses on entrepreneurial training and business acceleration support, and Outcome 1.2 focuses on advanced business growth and investment facilitation services to the cleantech enterprises at growth stages that demonstrate market traction and sales evidence, and can benefit from specialized support.
- **Component 2:** *Cleantech innovation and entrepreneurship ecosystem (CIEE) strengthening and connectivity.*  
The policy framework and institutional capacity are integral parts of GCIP’s „ecosystems approach”, and of strategic relevance in ensuring that the outputs and outcomes of the project are contributing to the national priorities and are sustained after the project closure. Therefore, the objective of Component 2 is  
to build the capacity of the PI NCSE and other key CIEE stakeholders at local and national levels in Moldova to engage in cleantech acceleration and commercialization. Further, the GCIP Moldova will assist the government in improving of national policies and regulations, that are conducive to cleantech innovation and commercialization.
- **Component 3:** *Programme coordination and coherence.*  
The activities under Component 3 aim to ensure that the achievements of the GCIP Moldova are captured and communicated globally, as well as that the GCIP Moldova and other GCIP country projects are implemented in a coherent and coordinated way. To this purpose, PI NCSE is expected to collaborate with the GCIP Framework through the global PEEs, as well as to contribute to information gathering, knowledge sharing, and dissemination efforts.

## **FUNCTIONAL RESPONSIBILITIES**

### **Component 1. Outcome 1.1. Output 1.1.1**

1.1.1a. To review the GCIP guidebooks for Accelerator, Advanced Accelerator and Post-Accelerator; to share suggestions for improvement.

**Deadline:** December 2024

1.1.1b. To adapt the GCIP guidebooks for Advanced Accelerator and Post-Accelerator to reflect the context of Moldova's CIEE, including market conditions, policy environment, development priorities, technology focus, local examples, etc.; to organize one consultation session with relevant CIEE stakeholders; to disseminate the GCIP Moldova guidebooks among relevant CIEE stakeholders.

**Deadline:** December 2024

### **Component 1. Outcome 1.1. Output 1.1.2**

1.1.2a. To get acquainted with the GCIP cleantech innovation and entrepreneurship expert training and certification system; to share suggestions for its improvement.

**Deadline:** November 2024

1.1.2b. To adapt the GCIP cleantech innovation and entrepreneurship expert training and certification system to national circumstances and to operationalize the training and certification system.

**Deadline:** November 2024

1.1.2c. To attend a cleantech innovation and entrepreneurship expert training.

**Deadline:** December 2024

1.1.2d. To complete the "I know gender" UN course

**Deadline:** November 2024

### **Component 1. Outcome 1.1. Output 1.1.3**

1.1.3b. To conduct one annual cycle of the GCIP Moldova Accelerator (for around 30 semi-finalists and 15 finalists, selected from a pool of 50-100 applicants):

- Design, develop and implement a tailored innovation accelerator program, including objectives, key performance indicators (KPIs), timelines, resource requirements, etc. to ensure relevance and effectiveness,
- Develop a monitoring and evaluation framework to measure the impact and effectiveness of the accelerator program,
- Collect and analyze data on participant progress, program outcomes, and overall impact,
- Oversee the day-to-day operations of the accelerator program, ensuring adherence to timelines and budgets, in close cooperation with PMU,
- Facilitate regular progress meetings and status updates with participants and stakeholders,
- Address any issues or challenges that arise during the program and implement corrective actions as needed,
- Establish a network of mentors, advisors and industry experts to support accelerator participants,

- Support the organization of networking events, pitch sessions, and demo days to showcase participant innovations,
- Facilitate connections between participants and potential investors, customers, and partners,
- Advise on potential funding and investment opportunities to support innovation initiatives,
- Perform any other duties to support the innovation accelerator’s objectives.

**Deadline:** December 2024

1.1.3c. To support the organisation and attend the annual GCIP Moldova Forum (part of Moldova Eco Energetica).

**Deadline:** December 2024

**Component 1. Outcome 1.2. Output 1.2.1**

1.2.1b. To conduct one annual cycle of the GCIP Moldova Post-Accelerator focused on advanced business growth and commercialization support, investment readiness, market readiness, and technology readiness (based on the GCIP Moldova guidebooks developed under Output 1.1.1).

**Deadline:** December 2024

1.2.1c. To provide needs-based support to the GCIP Moldova Post-Accelerator enterprises in accessing additional sources of finance, market-entry, identifying networking opportunities, dealing with technical and administrative issues, accessing IT services, and tax registration.

**Deadline:** December 2024

**Component 1. Outcome 1.2. Output 1.2.4**

1.2.4a. To support implementation of the second call for proposals for the financial mechanism designed under Output 1.2.2e (early-stage development fund providing seed-funding) and conduct evaluation of submitted applications.

**RESULTS FRAMEWORK**

**Output 1.1.1**

The GCIP guidebooks are adapted for the GCIP Moldova

- number of suggestions for improvement of the GCIP guidebooks: 5-10
- number of consultation sessions on GCIP Moldova guidebooks with relevant CIEE stakeholders: 1
- number of stakeholders with whom the GCIP Moldova guidebooks shared: 10

**Output 1.1.2**

The pool of cleantech innovation and entrepreneurship experts (trainers, mentors, judges) is trained and certified to support the GCIP Moldova Accelerator

- number of suggestions for improvement of the GCIP cleantech innovation and entrepreneurship expert training and certification system: 3-5
- number of GCIP cleantech innovation and entrepreneurship expert trainings attended: 1
- UN “I know gender” courses completed: 1

### **Output 1.1.3**

One cycle of the annual competition-based GCIP Moldova Accelerator is conducted

- number of GCIP Moldova Accelerator cycles conducted: 1
- number of GCIP Moldova Accelerator plans developed: 1
- number of GCIP Moldova Accelerator final reports developed: 1
- number of GCIP Moldova Forums supported and attended: 1

### **Output 1.2.1**

Targeted business growth support services are provided to selected cleantech enterprises toward commercialization

- number of GCIP Moldova Post-Accelerator cycles conducted: 1
- number of GCIP Moldova Post-Accelerator enterprises provided with needs-based support: 5

### **Output 1.2.4**

Investment is mobilized to deploy innovative cleantech solutions across various sectors

- number of enterprises provided with funds through the financial mechanism operationalized under Activity 1.2.2e: 5

## **MINIMUM ORGANIZATIONAL REQUIREMENTS**

**Education:** University degree in engineering, sciences, economics, law, business administration, international relations, or other relevant discipline is **required**.

### **Technical and Functional Experience:**

- At least five (5) years of professional experience in innovation, business and acceleration activities.
- Previous experience in development assistance or related work for a donor organization, development partners, and UN Agencies.
- Extensive knowledge of cleantech, training, financing, business development, and project management.
- Experience working on similar assignments.
- Demonstrated experience in the field of innovation and/or energy project development.
- Demonstrated track record of relevant work in the mentioned area.
- Excellent communicator and excellent presentation skills.
- Very good conceptual and writing skills.
- Awareness of gender issues in the field of cleantech innovation

**Languages:** Fluency in written and spoken English and Romanian is **required**. Fluency and/or working knowledge of other UN languages is **desirable**.

## **REQUIRED COMPETENCIES**

### ***Core values:***

**WE LIVE AND ACT WITH INTEGRITY:** work honestly, openly, and impartially.

**WE SHOW PROFESSIONALISM:** work hard and competently in a committed and responsible manner.

**WE RESPECT DIVERSITY:** work together effectively, respectfully, and inclusively, regardless of our differences in culture and perspective.

### ***Key competencies:***

**WE FOCUS ON PEOPLE:** cooperate to reach our full potential –true for our colleagues and clients. Emotional intelligence and receptiveness are vital parts of our identity.

**WE FOCUS ON RESULTS AND RESPONSIBILITIES:** focus on planning, organizing, and managing our work effectively and efficiently. We are responsible and accountable for achieving our results and meeting our performance standards. This accountability does not end with our colleagues and supervisors, we also owe it to those we serve and who have trusted us to contribute to a better, safer, healthier world.

**WE COMMUNICATE AND EARN TRUST:** communicate effectively with one another and build an environment of trust where we can all excel in our work.

**WE THINK OUTSIDE THE BOX AND INNOVATE:** To stay relevant, we continuously improve, support innovation, share our knowledge and skills, and learn from one another.