

# ADB Loan 4052: Second Shock-Responsive Social Protection Project

## Terms of Reference, Consulting Service for Developing Recommendations on Adaptation of Graduation Approach (Package No.C015)

<b>Assignment:</b>	Developing Recommendations on Adaptation of Graduation Approach (Package No.C015)
<b>Place of Assignment:</b>	Ulaanbaatar, Mongolia
<b>Dates of Assignment:</b>	January 2025 – August 2025
<b>Duration of Assignment:</b>	7.5 months
<b>Estimated Budget Range:</b>	30,000 USD

### How to apply:

Please visit [https://selfservice.adb.org/OA\\_HTML/adb/xxcrs/jsp/ADBCsrnFwd.jsp?sel=195481](https://selfservice.adb.org/OA_HTML/adb/xxcrs/jsp/ADBCsrnFwd.jsp?sel=195481) or [cms.adb.org](https://cms.adb.org) to apply for this assignment **before 27 November 2024**.

### I. Background and Purpose of the Assignment

In line with the objectives of the Action Plan of the Government of Mongolia for 2020-2024, its Section 2.5 concerning labor and social welfare provided concrete actions such as (i) targeting of social welfare services, promoting employment, and alleviating poverty (activity 2.5.7), and (ii) supporting low-income households by through vocational skills training and employment promotion (strategy 2.5.9).

Following this, the Ministry of Family, Labor and Social Protection, in cooperation with Asian Development Bank, started the implementation of the Mongolia Graduation Pilot Program (MGPP) in the frame of the "Second Shock-Responsive Social Protection Project" in June 2022 to June 2025. The MGPP is implemented in consistency with the draft law on social welfare that reflects promotion of services for sustainable development of target households.

Graduation programs offer the poorest a carefully sequenced set of interventions. This includes household consumption in the short term (through cash or food support, depending on the context) while developing sustainable and resilient livelihoods in the long run. The interventions combine targeted social assistance with the transfer of a productive asset, support for financial inclusion, tailored skills training, livelihood development, social inclusion, and, very importantly, psychosocial support and life skills through a coach or mentor.

The MGPP is being implemented in Bayanzurkh, Chingeltei, and Songinokhairkhan districts of Ulaanbaatar City and targeted to support working-age adults aged 18-55 in target households of with the goal of building on cash transfers to provide holistic support that leads to economic inclusion, diversified livelihoods, and poverty reduction.

### II. Purpose and Scope of the Assignment

The purpose of the consulting service is to provide recommendations for the potential national scale-up of the Graduation program, including the options for adequate implementation mechanism, functions, funding, and proposed actions. These recommendations should be based on studies by

relevant agencies, project and programs designed to promote sustainable livelihoods for the poorest and most vulnerable groups, including those using the graduation approach and MGPP. It should also study the international best practices for scale-up of the Graduation approach.

Within the scope of the assignment, the following actions will be implemented:

- (i) Consulting service to prepare a work plan, proposal, and methodology to develop recommendations for scaling up the graduation approach in Mongolia;
- (ii) propose options for adequate mechanism, functions, funding and actions required by the government to scale up the Graduation program. This should be based on studies conducted by relevant agencies, project and programs designed to promote sustainable livelihoods of the poorest and most vulnerable households, including those using graduation approach, and the MGPP. This should include an analysis of the current and past relevant programs in Mongolia, as well as the international best practices for scale-up of the Graduation approach, such as in India and Bangladesh. Provide insights and summary of these findings;
- (iii) provide analysis and lessons learnt from the MGPP, in particular on (a) implementation mechanism (structure, human resources, funding etc.) and how it can be adapted by the government; (b) implementation progress (achievements, major challenges etc.) and how it can be planned for the government; (c) lessons learnt from the MGPP that will inform the scale-up strategy;
- (iv) review and present an analysis for the design, implementation, and evaluation of the graduation approach by the government in alignment with relevant laws, regulations, and project guidelines of Mongolia, also including the relevant ministries and their role;
- (v) provide recommendations and options for a nationwide mechanism of targeted livelihoods promotion such as through the Graduation approach, including the human resources, roles, financial resources, legal framework and interventions required for it.

### III. Schedule of Deliverables

The total duration of this consultancy service is from January 2025 through August 2025, spanning 7.5 months, focusing on facilitating related collaboration, executing planned activities, and submitting the reports on the progress of the transition. Payments will be made upon approval by the MFLSP. The report submission schedule is as follows:

#	<i>Deliverable</i>	<i>Date</i>	<i>Payment by Percentage</i>
1	<b>Initial Report:</b> <ul style="list-style-type: none"> <li>• Prepare and present a work plan and methodology of the consulting service to develop proposals and recommendations for scaling up the graduation approach in Mongolia;</li> <li>• Provide initial analysis on mechanism, functions, funding and actions required by the government to scale up the Graduation program. This should be</li> </ul>	February 2025	20%

	based on studies conducted by relevant agencies, project and programs designed to promote sustainable livelihood of the poorest households, including those using graduation approach. This should also include an initial analysis and mapping of the current and past relevant programs in Mongolia, as well as the international best practices for scale-up of the Graduation approach, such as in India and Bangladesh.		
2	<b>Progress report:</b> <ul style="list-style-type: none"> <li>• Review and present analysis of implementation and lessons learnt from the MGPP, including (a) implementation mechanism (structure, human resources, funding etc.) and how it can be adapted by the government; (b) implementation progress (outputs, achievements, challenges etc.) and how it can be planned for the government; (c) lessons learnt from the MGPP that will inform the scale-up strategy;</li> <li>• Review and present an analysis of the design, implementation, and evaluation of the graduation approach by the government in alignment with relevant laws, regulations, and project guidelines of Mongolia, including the relevant ministries and their role for such scale-up.</li> </ul>	May 2025	35%
3	<b>Final report:</b> <ul style="list-style-type: none"> <li>• Provide comprehensive recommendations and options for a nationwide mechanism designed for targeted livelihood promotion such as through the Graduation approach, along with detailed proposals covering the human resources, their roles, financial resources, legal framework and interventions required for it.</li> </ul>	August 2025	45%

The selected consulting firm must possess extensive experience in Mongolia, and submit deliverables assigned in the Schedule of Deliverables provided above.

#### IV. Selection criteria

##### Firm Experience and Team composition:

1. The consulting service requires a total of 7.5 months. They must meet the following legal requirements:
  - (i) Having conducted consulting services and analyses on livelihood promotion,
  - (ii) Having the key consultants to perform tasks assigned by this assignment, including a team leader, livelihood specialist, and monitoring and evaluation specialist.
  - (iii) Prior experience collaborating with ADB or other international organizations would be an advantage.

**Requirements:** The consultants' team will compose of 3 members and must have specific qualifications and take responsibilities as specified in the table below.

	<b>Consultant</b>	<b>Selection criteria</b>	<b>Responsibilities</b>
1.	Team Leader	<p><b>Education:</b> Economics, Social sciences</p> <p><b>Experience in:</b> Expertise for more than 5 years in social protection, livelihoods, and social welfare</p> <p>Previous engagement in policy and program development would be an advantage</p> <p>Research Expertise: Demonstrated experience in conducting not less than 3 comprehensive research and analysis, particularly in livelihoods</p> <p>Report Writing: Deep understanding and proven report writing skills to document the findings of the analysis, including clear recommendations for adaptation of the Graduation approach and similar initiatives in Mongolia- minimum 3 written reports relevant to livelihood promotion activities.</p> <p>Proven previous experience of managing teams and team collaboration</p> <p><b>Language Proficiency:</b> Above Intermediate level of English</p>	<ul style="list-style-type: none"> <li>- Cooperate, on behalf of the team, with EA and other relevant organizations;</li> <li>- Plan and supervise the team activities, oversee task progress;</li> <li>- Provide professional expertise to the team;</li> <li>- Provide an overview on documentation relevant to livelihood promotion activities conducted by government and other organizations;</li> <li>- Provide an overview of international best practices on scaling up the Graduation approach in similar contexts;</li> <li>- Conduct an in-depth analysis on the suitability of the MGPP and graduation approach (including the detailed assessments, planning, sequencing, and supervision required for it), within Mongolia's context;</li> <li>- Develop comprehensive recommendations and options for a nationwide mechanism designed for targeted livelihood improvement such as through the Graduation approach, along with required human resources and their roles, financial resources, strategic planning, legal framework and interventions;</li> </ul>
2.	<b>Livelihood Specialist</b>	<p><b>Education:</b> Social sciences</p> <p><b>Experience in:</b> Participation in no less than 5 research works on social protection and livelihood improvement, independently or in</p>	<ul style="list-style-type: none"> <li>- Conduct in-depth analysis of statistical and sector-specific data related to livelihood improvement of the poorest households to provide informed insights</li> <li>- Conduct a brief analysis of the livelihood trends in Mongolia to inform</li> </ul>

		<p>collaboration with others.</p> <p><b>Language Proficiency:</b> Above Intermediate level of English</p>	<p>the plan for nationwide livelihood programming;</p> <ul style="list-style-type: none"> <li>- Conduct an analysis of the livelihood planning and activities of the MGPP, such as market assessment, enterprise matching and livelihood monitoring to develop recommendations for nationwide scale up and the requirements for it;</li> <li>- Prepare an overview of the livelihood activities/projects conducted by the government and other organizations in Mongolia;</li> <li>- Prepare analyses of current programs and recommendations for implementation mechanism, structure and roles for working with targeted households;</li> <li>- Present findings and advisory recommendations to stakeholders, facilitate discussions, and provide relevant input to the team's reports.</li> </ul>
3.	<b>Monitoring and Evaluation Specialist</b>	<p><b>Education:</b> Social sciences</p> <p><b>Experience in:</b></p> <ul style="list-style-type: none"> <li>- Working for more than 5 years on monitoring and evaluation;</li> <li>- Having experience of monitoring and evaluation in the social protection field would be an advantage.</li> </ul> <p><b>Language Proficiency:</b> Above Intermediate level of English</p>	<ul style="list-style-type: none"> <li>- Provide inputs to the team by analyzing the monitoring and evaluation of the MGPP and other livelihood promotion activities;</li> <li>- Conduct an in-depth analysis of the monitoring and evaluation required for Graduation programs, both at the household and program level;</li> <li>- Support an in-depth analysis on the suitability of the MGPP and graduation approach, within Mongolia's context;</li> <li>- Conduct an analysis of the government's current monitoring and evaluation systems for similar programs;</li> <li>- Provide recommendations on the plan and requirements for adapting the government's current M&amp;E systems to support Graduation-type</li> </ul>

			<p>monitoring, such as case management at the household level</p> <ul style="list-style-type: none"> <li>- Conduct an analysis of the current capacity of government staff at the different levels for monitoring and evaluation, and provide recommendations to build the required capacity;</li> <li>- Provide inputs to the team assignment by preparing relevant recommendations on suitable M&amp;E mechanisms for nationwide scale-up of the Graduation approach and the requirements for it</li> </ul>
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The consulting firm will be recruited for consulting services contract C015 following the Consultants Qualification Selection (CQS) procurement method. The submission of CVs is mandatory; failure to submit them will result in the rejection of the proposal.

#### **V. CLIENT'S INPUT AND COUNTERPART PERSONNEL**

Services, facilities, and property to be made available to the Consultant by the Clients:

Provide and update relevant information, data and regulations

Professional and support counterpart personnel to be assigned by the Client to the Consultant's team:

Ms.Khishigbayar.A, Director, SPPD, MFLSP

Ms.Undral.B, Director, SPPICD, MFLSP

Ms.Gereltuya.D, Senior Expert, SPPD, MFLSP

Ms.Chinmandakh.D, Senior Specialist, SPPD, MFLSP

Ms.Bolormaa.Ts, Coordinator, Second Shock-Responsive Social Protection Project