

DCI-ASIE/2014/350-601
EU-China Social Protection Reform Project

Component 3 macro-activities

Implementation of pilot sites
(Annual Work Plan 2018 – Macro-Activities 3.11)

TERMS OF REFERENCE (ToR)

1. Background

1.1 General

The purpose of the EU-China Social protection reform project (“the Project”) is to contribute to the improvement and inclusiveness of China’s social protection system through strengthening the institutional capability for developing policies, for implementing legal and regulatory frameworks and for supervising systems of social insurances, social assistance and financial management in the area of social security. In particular, the Project’s purpose will be pursued through the following three components in relation to which specific Chinese government entities playing the role of partner of the consortium have been identified:

- i. Component 1: Consolidation of institutional capacity for social protection policy development and reforms in collaboration with the National Development and Reform Commission (“NDRC”);
- ii. Component 2: Enhancing of institutional capacity for financial management and supervision concerning social security funds in collaboration with the Ministry of Finance (“MoF”); and
- iii. Component 3: Improving of legal framework and policy for social assistance in collaboration with the Ministry of Civil Affairs (“MoCA”).

Works under each component will address a number of selected topics. They will include an **Identification phase** where will be conducted a situational analysis (macro-activity 1), the Identification and review of possible relevant EU experience (macro-activity 2) and a Discussion panel with stakeholders on the Identification phase (macro-activity 3). Other subsequent phases of the project are an **Analysis phase** (macro-activities 4 to 7) and a **Follow-up phase** (macro-activities 8 to 12).

These ToR fall under Component 3 of the project, macro-activity 3.11, which corresponds to Pilot applications.

2. Description of the Assignment

2.1. Overall and Specific Objectives

2.1.1 Overall Project Objectives

The overall scope of the SPRP project is to further develop social equity and inclusiveness of economic development throughout Chinese society.

2.1.2 Specific Objectives

Grant application form states: (...) *In order to achieve the expected results (R9, R10 and R11) pilot projects (...) could be carried out on specific topics selected by the MoCA. The main aim of the pilot projects is the introduction of new practices and models in China proposed by the Consortium and shared with the MoCA and other Stakeholders in order to improve the legal framework and the policy enforcement for Social Assistance.*

It was therefore decided as informed during the PAC meeting on 6 February 2018 that pilot regions would be selected by MoCA, and that a local agency would be entrusted with the proper preparation of the pilots.

MoCA identified and selected four pilot regions to take part in project activities related to Component 3. The overall topic assigned to the pilot is: Pilots on improving standards of social assistance benefits and services. Within this framework baseline studies will help MoCA and SPRP team to decide upon individual topics to be perused at each pilot project locations.

These ToR are designed for the selection of the local Agency (research institution).

2.3 Requested Services

More specifically, the incumbent - contractor (research institution) will, in close cooperation with the EU Resident expert for Component 3 in China, Component 3 Coordinator and the MoCA prepare, implement and supervise the technical execution of the pilot projects in four locations (see point 4). Main activities foreseen for this ToR include: drafting base line reports (separately for four pilot projects); proposing criteria for success; coordinating drafting single programs for four pilot projects in close cooperation with local MoCA authority; delivering trainings for local social assistance staff at the four pilot projects; continues monitoring of the pilot projects execution based on the agreed four pilot programs; drafting pilot evaluation report base on the outputs coming out from four pilot projects).

2.4. Expected Results

The result of the assignment will be, execution four pilot projects based on the criteria for success, an upgraded capacity to contribute to the design and implementation of reformed social assistance mechanisms in their working environment.

The outputs of the assignment will be as specified in the Annex to the ToR.

3. Procedure and Selection criteria

This call for interest is primarily intended at research institutions with solidly established research networking in China.

Criteria for selection are summarized in the table below.

Requirements incumbent institution	Requirement/Asset
Proven experience in conducting research on Chinese social assistance system including comparative studies in Social protection	R
Publication/research record in English language	R
Previous participation in international research projects	R
Knowledge of Chinese social assistance system and its social protection context	A
International network of social protection correspondents	A
Proven cooperation with leading research institutes in China	R

Requirements of the expert/s (leading research team up to four positions) at the research institutions dedicated to the task are presented in the table below.

Requirements short term expert	Requirement/Asset
Qualifications and skills	
Graduate degree in Economy, Law, Statistics, Political Science, ICT, Social Sciences or related relevant field	A
Fluent in English	R
Strong Analytical and drafting skills	R
Ability to develop and maintain good professional relations with stakeholders, particularly counterparts and staff members in an international setting	R
Ability to work in team and share knowledge relating to social security to the counterpart	R
Previous experience in execution tasks in other international projects	A
Strong training skills	R

Working Languages

The incumbent/s representatives should be fluent in English and in Chinese both verbally and in writing.

How to apply

- Candidatures including the cv of the expert/s (leading research team up to four positions), motivation letter (including overall budget estimation for four pilots projects) from the research institution - contractor and possibly rreferencesshould be submitted via e-mail to the Coordinator of Component 3, Ministry of Family, Labour and Social Policy of the

Republic of Poland, with the following addresses: Ms Agata Tomasiak Agata.Tomasiak@mrpips.gov.pl BY OR BEFORE 22nd of March 2018. Copy of the candidature to be sent to the EU C3 Resident expert in China Ms Marzena Breza marzena.breza@eucsprp.org

4. Location and Duration

Location:

- Inner Mongolia Autonomous Region, Hohhot City, Xincheng District
- Jilin Province, Da'an City (county level)
- Zhejiang Province, Zhangjiagang City (county level)
- Sichuan Province, Dazhou City, Dachuan District

Timing: the task to be conducted April-September 2018

Working days: n/a

Budget : will be decided based on the SPRP Project funds rules and upon negotiation with the application with the highest quality score.

Annex

Concept

EU-China Social Protection Reform Project, Component 3
Pilots on improving standards of social assistance benefits and services
China, April-September 2018

1. Introduction

EU-China Social Protection Project aimed to implement pilots' application as a follow up of the identification and analysis phase of the Project activities. The main goal is to implement EU practices that were deeply studied and discussed through research, workshops, trainings and technical visits to EU countries over the last 3 years of implementation of the SPRP Project.

Performance of the pilot activities will also support fully achievement of results foreseen for Component 3 of the Project (R9, R10, R11)¹:

The target group of the pilots are mainly local staff dealing with social assistance – provincial, county and city/township level. The main goal is to strengthen professional skills for social assistance staff, social workers, practitioners, local leaders, organisations (public, private and NGOs) dealing with people in need.

The overall topic to be addressed under the pilot is: Pilots on improving standards of social assistance benefits and services. Within this framework baseline studies will help MoCA and SPRP team to decide upon individual topics to be perused at each pilot project locations.

¹ Result 9: The capacity of MoCA for promulgating and enforcing the Social Assistance Law and the regulations on rural and urban minimum standards of living are strengthened; the skills of local officials in policy transmission and implementation are upgraded

Result 10: The legal frameworks on a) formulation of unified standards for the estimation and calculation of social assistance benefits, b) recognition of social assistance target groups and c) identification of low-income families are consolidated

Result 11: Efforts of the MoCA in improved care for poor rural people and disabled people are strengthened, and public information and transparency of social assistance policies are raised at provincial level

There are foreseen four locations for the pilot execution including urban and rural areas and considering the different socio-economic characteristics of the particular regions.

2. Background

A. Objective

The objective of the SPRP project is:

to further develop social equity and inclusiveness of economic development throughout Chinese society.

Under the leadership of the MoCA (Ministry of Civil Affairs), coordination of policy making among government agencies in areas related to social protection reform is strengthened.

The specific topics for each four pilots will be specified after submitting the baseline reports for each of them. The pilot projects programs will consider the recommendations given in Prof. Guan Xinping research study on pilot programming (2017) (made available for the Contractor).

B. Purpose

The purpose of the EU-China Social protection reform project (“the Project”) is to contribute to the improvement and inclusiveness of China’s social protection system through strengthening the institutional capability for developing policies, for implementing legal and regulatory frameworks and for supervising systems of social insurances, social assistance and financial management in the area of social security. In particular, the Project’s purpose will be pursued through the following three components in relation to which specific Chinese government entities playing the role of partner of the consortium have been identified:

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- iii. Component 3: Improving of legal framework and policy for social assistance in collaboration with the Ministry of Civil Affairs (“MoCA”).

3. Activities

Activities² to be undertaken within pilot exercise separately in each of the four locations:

- Base line data reporting – local research group working under the supervision of the contractor will work on the baseline report for the pilot location in terms of assessment the existing social assistance scheme;
- Kick off meetings –contractor will organize meeting at each of the pilot sites to launch the pilots and their targets, activities and outcomes to be achieved;
- Planning and programming pilot activities – local research group working together with local authority responsible for social assistance system and under the supervision of the contractor will define specific program/plan for the pilot to be undertaken;
- Training sessions (1-2 days) - contractor together with central MoCA, local authority and SPRP team will deliver training sessions for the social assistance staff (20-30 participants each pilot project) – separately in the four locations. Interventions and lectures should be delivered in English for European experts³. Interpretation into and from Chinese will be provided; Broaden dissemination of training tools will be ensure by contractor.
- Monitoring, communication and dissemination – contractor will ensure proper continues monitoring communication and dissemination tools of the actions undertaken by local authorities according to the agreed program of the four pilot projects;

² In all steps and activities central MoCA and SPRP team will be involved acting for supervision purpose and advisory support mainly for EU expertise sharing;

³ EU experts support to the four pilot projects will be arranged directly by SPRP Office;

- Evaluation –contractor will draft and present an evaluation report of the four pilot sites;
- Summing up conference –contractor together with central MoCA and SPRP team will organize a conference to present and discuss the lessons learned and follow up of the pilots.

4. Tentative schedule

- April-May – setting research team in each of the pilot sites decided by MoCA; drafting baseline reports; kick-off meeting with all stakeholders involved in the pilots
- June-August -monitoring and trainings activities for the MoCA local staff from the pilot site (separately for each of the four locations); performing pilot program at four locations by local MoCA authorities;
- September – four pilot projects evaluation, summary report with recommendations and lessons learned

5. Outcomes

Pilot Project carried out will ensure delivering by Contractor (possibly in English):

- Base line reports – separately for four of the pilot sites;
- Kick off meeting documentation and minutes;
- Dissemination and communication materials;
- Programs of four Pilot Project;
- Training materials (including ppts, papers, meeting reports);
- Pilot evaluation report
- Summing up conference report

6. Follow up

The current ToR has foreseen action to be undertaken April-September 2018. Any further steps will be undertaken by MoCA within its regular activities and specified tasks for the pilots sites. In case of extension of the SPRP Project pilots will be continued with new specific topics identified based on the Project outputs.