



Project co-financed by the European
Regional Development Fund



**Project “TUNE UP – Promoting multilevel governance for tuning up biodiversity protection in marine areas”
(5MED18_3.2_M23_053) - (CUP: E45D18000410004)**

Programme: Interreg Mediterranean 2014-2020.

Organization: MedWet – c/o La Tour du Valat – Le Sambuc – 13200 Arles

**Object: Request of Offer for the position of Capitalization expert for the Working Package 5 (Capitalizing)
of the project TUNE-UP**

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1. Background information

MedWet is participating in the Interreg MED project “TUNE UP - Promoting multilevel governance for tuning up biodiversity protection in marine areas”, funded by Interreg MED Programme.

TUNE UP fits in the Interreg MED Priority Axis 3: Protecting and promoting Mediterranean natural and cultural resources, specifically contributing to the Specific objective 3.2: To maintain biodiversity and natural ecosystems through strengthening the management and networking of protected areas.

The Interreg MED Programme is a transnational European Cooperation Programme for the Mediterranean area. It is co-financed by the ERDF (European Regional Development Fund), an instrument of the EU regional policy and of its new programming period.

TUNE UP is a multi-module project tackling the need for a strategic and collaborative approach to Med MPAs management and biodiversity protection, by testing and capitalizing a multi-stakeholder/multi-level governance tool based on River/Wetland Contracts experience tested by the Interreg Med WETNET project. TUNE UP will build on WETNET results exploiting the flexibility and feasibility of the River/Wetland Contract methodology further developing it to MPAs management, assessing its effectiveness through the implementation of 10 MPA Contracts.

TUNE UP approach is based on vertical and horizontal subsidiarity, to achieve coordination among institutions at all involved levels, as well as to integrate funding, resources and plans. Indeed, the project will ensure higher coordination among stakeholders and decision makers, limiting raising conflicts between preservation and economic issues, and will enhance the goal of biodiversity protection.

Thus, the project intends to achieve the following results:

1. Stronger, coordinated and proactive involvement of key stakeholders in MPAs management.
2. Improved effectiveness of MPAs management by integrating multilevel governance tools into national and regional policy instruments.
3. More intensive transnational cooperation and networking between Med MPAs.

The partnership involves different types of actors operating in MPAs management, so it will allow TUNE UP to ensure high transferability of main outputs to Med Countries. TUNE UP approach aims at overcoming the criticalities originating from the fragmentation in MPAs management, where orientations and objectives for the conservation are both intertwined and overlapping, jeopardizing biodiversity protection. By promoting a multilevel governance tool based on River/Wetland Contracts experience tested by the Interreg Med WETNET project, TUNE UP aims at assuring higher coordination among stakeholders and decision makers while strengthening the network of Med MPAs and improving marine and coastal biodiversity. TUNE UP intends to limit raising conflicts between different issues: between preservation issues and economic activities (e.g. agriculture, aquaculture, fisheries, marine trade, tourism), but also between natural heritage enhancement and protection of environmental values and functions.

In this perspective, the project will build on results of WETNET and exploit the flexibility of the River/Wetland Contract tool further adapting it to MPAs management, assessing its effectiveness through the implementation of areas with various characteristics.

To achieve this, TUNE UP foresees:

1. Testing: each partner, will run a participatory planning process (in coordination with the MPA Managing Authorities as associated partners), basing on a Joint transnational methodology, where the active engagement of key stakeholders, both at national and local level, will lead to the signature of a MoU.
2. Transferring and Capitalization: (i) mainstreaming activities for uptake project results through the incorporation of the tool into regional policy instruments and regulations for MPAs integrated management in the partnership’s territories, (ii) lobbying and advocacy activities for the inclusion of the tool in other Euro-Mediterranean Regions, into their policy instruments.

2. The main role of MedWet in TUNE UP

The main role of MedWet in TUNE UP is the coordination of the capitalization process, which aims at mainstreaming and promoting the tested tool at regional and Med level through exchanging, transferring, training and lobbying activities. All activities will be implemented according to a project Capitalization Plan, which will be pivotal for integrating TUNE UP activities with other Med initiatives in order to ensure a strong capitalization of the project results.

The capitalization strategy consists of:

- further implementing the wikisource of good practices on coastal governance (developed by the Interreg Med Project COASTING - coastingwiki.eu), by adding a section on MPA governance;
- mainstreaming the MPA Contract into regional policies by: (i) developing 10 key governance plans (Regional Policy Toolkit) to support regional authorities of TUNE UP area in embedding the tool into their strategies and regulations; (ii) organizing Capacity building seminars; (iii) involving Regional authorities and MPAs managers in the subscription of a MoU to uptake the tool;
- coordinating with the Mediterranean Biodiversity Protection Community (MBPC) horizontal project;
- promoting the embedding of MPA Contracts at Med level, through a set of Political Recommendations to be delivered to the EC and to Regional authorities of the programme area;
- capitalizing the project results at Med and international level, by organizing capitalization seminars in coordination with the scientific community.

3. Tasks to be performed by the expert

The expert will be in charge to support MedWet in the following activities:

- Work in synergy with the MedWet Technical coordinator of the Tune Up project and the partners of the project.
- Ensure the cross-cutting participation and technical support to the other partners in the work plan and actions related to the following Work Packages:
 - o WP2 - communication
 - o WP4 - transferring
- Provide support to specific activities of WP5 - Capitalizing.

In particular, the expert will work on:

A.5.3 “Mainstreaming of the MPA Contracts tool in the target territories at regional level”

The activity aims at mainstreaming the MPA Contract into regional policies. It foresees the realization of three different deliverables. MedWet will coordinate the activity setting up templates and systematizing results, although each project partner will be in charge of developing its Regional Policy Toolkit, Capacity building seminars and MoU.

Production of a Regional Policy Toolkit (Deliverable **5.3.1**): For the support to regional authorities of the TUNE UP area in embedding the Contract tool. A Regional Policy Toolkit for each target region (10 units) with suggestions on how to embed MPA contracts into Regional/National development strategies. It will contain: list of tools to be developed; funds to be allocated in the next funding period; recommendations for regions to be used in the negotiation tables with EU. It contributes to TUNE UP mainstreaming objectives into regional policy instruments and regulations. To be delivered in October 2021.

Support project partners in organizing Capacity building seminars (**D.5.3.2**), representing technical events for MPA and regional officers to capitalize the Regional Policy Toolkit. As per the toolkit itself, a capacity building

training will be organized by each PP ((10 units - except MedWet) targeting local MPAs managers and regional officers. Ten capacity building seminars will be organized. To be finalized in January 2022.

Coordinate partners, setting up templates, systematizing results for the production, and signing of Regional Memorandum of Understanding: on the occasion of the capacity building seminars, MPAs managers, Regional and National authorities' representatives of the programme area will be invited to sign a Regional Memorandum of Understanding (MoU - **D.5.3.3**) to uptake the tool into their regional policy instruments and regulations. Ten MoU units will be produced, one per partner. To be finalized in January 2022.

A.5.4 “Transferring knowledge to MBPC horizontal project”

The activity aims at exchanging knowledge with the Horizontal Project of the Mediterranean Biodiversity Protection Community (MBPC) that represents the second phase of PANACEA horizontal project. Being TUNE UP one of the thematic modular projects to be mainstreamed by the MBPC horizontal project.

The expert will work in collaboration with project partners (MEDSEA) in the organization of a technical workshop to be attended by each PP in Cagliari (October 2021*) to transfer project results (especially the Regional Policy Toolkit) to MED thematic Community. The consultant will work in collaboration with PPs in the production of a Report (**D.5.4.1**) including the agenda, description of the event, images, presentations, and other relevant information to be transferred to the Community.

* probably to be held online remotely, according to the COVID situation in October 2021. To be delivered in October 2021.

A.5.5 “Embedding MPAs multilevel governance”

The activity promotes TUNE UP results' capitalisation at Med level.

Produce a set of political recommendations for MPAs governance for Med area (**D.5.5.1**), based on partners' experience, to be delivered to the Interreg Med partnership and to the European Commission and presented to a as wide as possible audience. To be delivered during the final conference initially planned in Thessaloniki – to be decided if to be held online remotely, according to the COVID situation. To be finalized in April 2022.

Work in collaboration with project partners to prepare a Legal act for embedding the MPA Contracts tool into regional policies (**D.5.5.2**). At least 1 partner will embed the tested tool in its regional policy and regulation for MPAs management. Target: Lazio Region (partner UNIROMA3) will extend its River Contracts regional law to MPAs governance. To be finalized in April 2022.

A.5.6 “Capitalizing TUNE UP methodology for MPAs multilevel governance at Med and international level”

The activity aims at ensuring a wide capitalization of TUNE UP methodology for multilevel governance of MPAs at Med and international level. The activity will be coordinated by MedWet, but all project partners will be involved, in cooperation with other relevant Med networks.

Organize 2 capitalization seminars (**D.5.6.1** – 2 units as technical events) targeted at the scientific community, in the framework of planned meetings and conferences. Each PP will participate in at least one of those seminars. MedWet will produce a joint report of the events. To be finalized in April 2022.

4. Contractual and Financial Terms

The Consultancy service will be required for 9 months. The expert shall be paid upon successful completion of each milestone the fees for the number of working days, assuming the standard of 7 hours per day, based on work plan/agreed deliverable and satisfactory performance. The contract starting date is **October 1, 2021**

until the end of the project (2021, June). Under the direct coordination of the Project Manager and support of the MedWet Technical Coordinator the consultant will be directly responsible, for seeking approval/acceptance of output/milestones from the Project manager and is expected to share progress reports monthly. The selected expert will be coordinating with project team to facilitate his/her activities and meetings. The acceptance of the offer of the successful tender will implicate the acceptance of the conditions detailed in this ToR. A duly-issued invoice will be required for payment at the presentation of the output/milestones under the following conditions:

- the invoice will specify the number of working days
- the payment term will be of 15 days after the invoice date (bank account details should be detailed)
- the tax legislation in force at the date of acceptance of the offer will be applied

The financial offer must include:

- the provision in terms of working days and daily rate for the technical coordination of the activities of the project TUNE-UP
- the average costs to participate to 2 meetings in two different destinations of the Mediterranean

The financial offer for the services must not exceed 28.000 euros.

5. Requested qualifications

The expert must comply with the following requirements:

- experience in management and public policies related to MPAs. An experience in wetlands and ICZM management would be an asset;
- experience in governance facilitation with abilities to work with different stakeholders (MPA managers, knowledge providers, public representatives, socio-economic actors, civil society) and knowledges in participatory facilitation method;
- Skills in project management, coordination and valorization (event organization, communication), capacity-building;
- experience in regional cooperation would be an asset.
- At least one reference in the Mediterranean region.

6. Deadline and submission of offer

6.1. Application rules

Shortlisted candidates are invited to send an application via e-mail to monti@medwet.org copy to perroud@medwet.org no later than **28 September 2021 by 15.00** Central European Time.

The assignment will be awarded to the highest qualified applicant based on the skills, expertise, and the quality of the technical note and the cost-effectiveness of the financial offer.

The application needs to contain the following:

- CV(s) including relevant knowledge and experience;
- **Technical note:**
 - o Brief description of why the individual considers him/herself as the most suitable for the assignment regarding relative experience;
 - o A technical note of 2 pages maximum-describing: 1) the proposed methodology for the implementation of the WP capitalization and delivery of expected outcomes; 2) the work plan describing the main activities of the assignment, their content and duration, phasing and milestones; 3) how it envisions cooperation with the technical coordinator and other partners

for the other WPs; 4) a presentation of its flexibility in adapting the methodology, initiatives and approach proposed to meet the changing needs of the project.

- **Financial offer:**
 - When preparing the financial offer, the applicant should take into account the following: 1) Include the number of proposed working days and daily fee rate for consulting services broken down by tasks; 2) the fee rates should be broadly consistent with the EU framework rates for these types of professional services; 3) Include travel and accommodation costs for the 2 meetings.
- the **certificate of honour** as requested below.

6.2. Certificate of honour

The tenderer must provide a certificate of honour, duly dated and signed, stating that **she/he is not in any of the following cases:**

- she/he is in bankruptcy, liquidation, legal settlement, cessation of activity
- she/he has been convicted by a judgment which has the force of res judicata for any offense affecting their professional character
- she/he has not fulfilled his obligations relating to the payment of social security contributions or his obligations relating to the payment of his taxes according to the legal provisions of the country where they are established
- she/he has been the subject of a judgment for fraud, corruption, participation in a criminal organization or any other illegal activity detrimental to the Union's financial interests;
- she/he is in a conflict of interest.

7. Evaluation and selection process

The award of the contract shall be made to the individual consultant whose offer has been evaluated and determined as:

- a) responsive/compliant/acceptable, and
 - b) having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.
- * Technical Criteria: weight 80%
- * Financial Criteria weight 20%

Only candidates obtaining a minimum of 49 points (80% of the total technical points) would be considered for the Financial Evaluation.

Technical Criteria – Maximum 80 points

Technical note (40 marks):

- **Technical Approach & Methodology (30 marks)** – Explain the understanding of the objectives of the assignment, approach to the services, methodology for carrying out the activities and obtaining the expected output, and the degree of detail of such output. The Applicant should also explain the methodologies proposed to adopt and highlight the compatibility of those methodologies with the proposed approach.
- **Work Plan (10 marks)** – The Applicant should propose the main activities of the assignment, their content and duration, phasing and milestones. The proposed work plan should be consistent with the technical approach and methodology, showing understanding of the TOR and ability to translate them into a feasible working plan.

Qualification and Experience (40 marks) [evaluation of CV]:

- General Qualification (20 marks);
- Experience relevant to the assignment (20 marks);

Financial Criteria – Maximum 20 points

Only candidates obtaining a minimum of 49 points (80% of the total technical points) would be considered for the Financial Evaluation.

Incomplete proposals may not be considered.