*Concept Note:*

**National LED Stakeholder Forum**

# **1. CONTEXT**

* 1. The Government of Ethiopia, with the support of UNDP, designed a multi-year programme, entitled “Local Economic Development” (LED) that is being implemented in 7 localities/ towns of four big Regions, since 2009. With the UNDP’s initial allocation of over US $10 million during 2009-2011 and local contribution, equivalent to US $2.5 million (in kinds and in cash), the Ministry of Finance and Economic Development (MoFED) and its Bureaus (BoFED) and the City Administrations have been implementing the LED multi-stakeholder (public-private-CSO) intervention in Asella, Nekemte (Oromia), Bahir Dar (Amhara), Awassa, Soddo (SNNPR), Mekele and Adigrat (Tigray).
	2. The overall objective of LED intervention is *to promote* ***pro-poor*** *economic growth and sustainable livelihoods, through local capacity development for creating an enabling environment, jobs creation, increasing investments and targeted economic interventions.* To achieve the overall objective, the localities came up with a *management framework*, with *an implementation strategy*, that is being used by the implementing partners. Accordingly, the intervention focuses on a two pronged approach: (a) Level 1: Local capacity development for creating an enabling environment; and (b) Level 2: support to creating job opportunities for the youth, women and vulnerable groups, through increasing investments and targeted economic interventions. In last 2 years, the localities, through the LED intervention, have witnessed a number of achievements in the areas of jobs creation, SMEs development, investment and capacity development for creating enabling environment (Please refer to the Fast Fact). The implementation of LED intervention is coming to an end at the end of 2011.
	3. In the National Symposium on LED, held in Awassa/ SNNPR to mark the occasion of the City Day in November 2010, over 80 Mayors and other city representatives raised their voices in favour of scaling up the LED intervention in Ethiopia.
	4. In the light of the new national development plan, “*Growth and Transformation Plan*” (GTP, 2011-

 2015), the Government of Ethiopia would like to know how the LED intervention would be more

 effective and efficient, in order to contribute substantially to the outcomes of the national

 development plan/ GTP. This is to note that the LED intervention contributes to key focus areas

of the GTP, such as the accelerated and sustainable economic growth and development,

strengthening agriculture and industry sectors, improving the economic infrastructure,

developing capacity for good governance, and increasing development effectiveness of

women and youth.

* 1. In view of this, an independent assessment of the LED Approach is being carried out by a consultancy team, comprising of one National Consultant/ Team Leader and two international Consultants/ LED Advisers. The assessment started in mid-March and would continue up to mid-May 2011 (2 months). The outcome of the assessment is development of an Assessment Report, with the recommendations and way forward for the LED intervention. Accordingly, the Government of Ethiopia is expected to take necessary action for possible scaling up of the LED intervention.
	2. In line with this, a National LED Stakeholder Forum is scheduled to be held by MoFED and BoFED of 4 big Regions in Addis Ababa, to present the assessment findings, lessons learned, good practices and recommendations/ way forward, before the stakeholders. This will initiate the discussion for reviewing the assessment report for its finalization, and to build consensus for the way forward. This forum will also encourage the participants to visit one of the LED intervention localities/ Regions in later stage, to have a first-hand experience of the programme.

# **2. OBJECTIVES**

The main objectives for holding a National LED Stakeholder Forum are:

* To build board consensus on the value of Local Economic Development (LED) Approach and how it can be better structured and implemented to bring a nation-wide impact as well as contribute to the GTP substantially;
* To identify partners who can bring value and contribute to the existing initiatives of the government and other donors;
* To share knowledge and experience amongst the stakeholders on the local economic development.

#  **3. EXPECTED RESULTS**

* Key elements of a national strategic and scalable LED intervention for Ethiopia;
* Opportunities for partnership and value addition;
* Improved knowledge and experience on local economic development.

# **4. METHODOLOGY**

Once the Consultants submit the draft LED assessment report in mid-May, it will be presented to MoFED and UNDP by them to get their feedback. On the other hand, the draft document will be circulated to all the relevant regions and localities to get their inputs. The consultant/ LED professionals will also visit to the 4 Regions, where they will meet and present the report to the partners/ stakeholders to get their feedback. Having taken into consideration of all the inputs, the report will be amended accordingly. Prior to the forum, the amended assessment report will be circulated among the stakeholders who will be invited to the forum.

The National LED Stakeholder Forum will be held for one and a half days. In the first day, after the welcoming statements to be made by MoFED and UNDP, an overview of the forum will be provided by UNDP. One of the City Mayor will provide a brief presentation on the LED intervention of the city, achievements, opportunities and the way forwards. This will be followed by two presentations of the LED beneficiaries/ MSEs of two different localities. After these presentations, two Consultants will be presenting their findings, recommendations and the way forward. Then the participants will be grouped for group discussion in different major areas of the assessment report. In the second day, the participants will have group presentations and plenary sessions. Emphasis will be provided to the way forward of the LED programme. In this regard, the facilitators will give emphasis on the strategic approach and implementation strategy that will contribute to the GTP substantially.

The forum proceedings will be facilitated by a professional facilitator, the Consultants, the officials of UNDP Economic Growth and Poverty Reduction Unit and Policy Advisory Unit. A professional facilitator will be tasked to provide a comprehensive report on the forum. The Consultants will finalize the Assessment Report as per the feedback from the forum.

# **5. TIMING**

Wednesday, 8th June and Thursday, 9th June 2011 – Two days

# **6. VENUE**

UN Conference Centre (UNCC) or Hilton/ other standard hotel in Addis Ababa

# **7. PARTICIPANTS**

Based on the stakeholder mapping, developed by the Consultants/ LED Assessment, the participants’ list will be developed. Potential stakeholders are, as follows:

**Federal Level:**

**Public:** Ministry of Finance & Economic Development (MoFED); Office of the Prime Minister/ Advisers (Ato Ayana and others); Ministry of Urban Development & MSE promotion; Ministry of Industry; Ministry of Trade; Ministry of Investment; Ministry of Women, Youth & Children; Ministry of Federal Affairs; and Ministry of Agriculture

**Private:** The Chamber of Commerce; DICT, GYD Consultancy; Dr. Woletaw Consultancy; Private Sector Associations; renowned/ well established companies/ firms

**National Civil Society:** Ethiopian Economic Association (EEA); CRDA (represent broad groups of CSOs/NGOs); PANE (NGO Coordinating Organization); Women Association; Women NGO, NGO working for Disability (Coordinating organization); Youth Association; NGO working for prevention of HIV/AIDS ; Addis Ababa University, Research institutions (ILRI and others);

**UN Agencies/ International Organizations:** UNDP; UNCDF; ILO; UNIDO; UNICEF; FAO; UNESCO; UNECA; UN Women; GEF/ UNDP; IFAD; WB; IOM, GIZ;

**International Organizations/ NGOs:** SNV; MEDA **(Mennonite Economic Development Associates)**; CHF International; International Relief & Development (IRD); Action Aid; Oxfam; CARE; ILRI and others

**Donors:** USAID, DFID, EU, GTZ, MASHAV/ Israel Embassy; Indian Embassy, China Embassy, Canada Embassy/ CIDA

**Regional Level:**

**Public:** BoFED and the members of the Regional LED Steering Committees (including the Regional Chamber of Commerce) in all 4 big Regions; SNV and other International NGOs

**Local Level:**

The Mayors of 7 localities; the members of the LED Steering and Technical Committees (including the Chamber of Commerce); selected beneficiaries/ MSE; and Financial Institutions; LED Experts of 7 localities

**Participants List:** Women participation will be encouraged.

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Stakeholders** | **No. of officials to be participated** | **Remarks** |
| 1 | **Regional Steering**/ Technical Committees(5 officials x 4 Regions) – BoFED, Chambers & others (women) | 20 |  |
| 2 | **City Steering**/ Technical Committees from seven Localities (5 officials x 7) – Mayors, Chambers & others (women) | 35 |  |
| 3 | LED Experts | 08 |  |
| 4 | **LED MSE Beneficiaries** (1 from each localities - women) | 07 |  |
| 5 | Federal government (MoFED, MoI, MoUrban & SME, MoT, MoA, MoWYCA, Prime Minister Office, MoFeA | 08 |  |
| 5 | **UN/ multilateral agencies** (UNDP, UNIDO, ILO, UNCDF, UNICEF, FAO, GEF/UNDP, UN Women, IFAD, WB, African Development Bank) | 10 |  |
| 6 | **Private Sector** (Chamber of Commerce, DICT, GYD, Dr. Woletaw and others) | 05 |  |
| 7 | **National Civil Society** (EEA, PANE, CRDA, Addis Ababa University & New Generation University College) | 10 |  |
| 8 | **Bilateral donors** (DFID, USAID, EU, GIZ, CIDA Canada, MASHAV, TIKA) | 08 |  |
| 9 | **International NGOs** (SNV, MEDA, CHF International, IRD, Action Aid) | 05 |  |
|  | **TOTAL:** | **116** | 70 from localities/ Regions & 46 from federal level |

# **8. DOCUMENTS TO BE CIRCULATED**

**Prior to the Forum:** The **draft LED Approach Assessment Report** is to be circulated to the participants at least 1 week, prior to the commencement of forum, so that the participants will get time to study the report and come to the forum with preparation. The invitation letters will be sent to the participants at least 2 weeks in advance. Regions/ localities will be informed to bring some products to be exhibited at the forum.

**During the Forum:** (1) T**he LED Fast Facts** and (2) print out of the **success stories** on LED are to be provided to the participants in the (3) UNDP folders, during the registration of the participants. Besides, (4) Agenda of the programme and some copies of (5) the Assessment Reports are to be provided.

**After the Forum:** **Final LED Assessment Report** and the **Report of the Stakeholder Forum**

# **9. CHECKLIST FOR ORGANIZING FORUM**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **#** | **Activities** | **Responsible officials** | **Deadline** | **Remark** |
|  | Formation of a **Task force** for organizing the forum and receiving delegation letter from MoFED | UNDP/ MoFED | 20 April |  |
| 1 | Finalization of the participants’ list | UNDP/ MoFED | 15 May |  |
| 2 | Sending invitation letters to LED stakeholders | UNDP/ MOFED | 25 May |  |
| 3 | Submission of the draft LED Assessment Report by Consultants | LED Consultants | 15 May |  |
| 4 | Review of the draft LED assessment report at MoFED, UNDP, BoFED and City Administration levels and its finalization | LED Consultants | 15-25 May |  |
| 5 | Circulating the final draft to external stakeholders | UNDP/ MoFED | 1 June |  |
| 6 | Developing banners | UNDP/ MoFED | By 30 May |  |
| 7 | Venue selection | UNDP/ MoFED | 30 April |  |
| 8 | Purchase of stationery materials | UNDP/ MoFED | 06 June |  |
| 9 | Arrangement of lunch/ Dinner/ Refreshment/ water | UNDP | 06 June |  |
| 10 | Preparation for registration of participants (Registration sheet, etc) | UNDP/ MoFED | By 6 June |  |
| 11 | Preparation for note taking/ documentation | LED Consultants & Tewodros/ UNDP KM Unit | By 6 June |  |
| 12 | Invitation of Press/ advocacy and documentation of lessons learned  | UNDP/ Communication Unit and KM Unit | 06 June |  |
| 13 | LCD Projector/ camera | UNDP/ hotel | 06 June |  |
| 14 | Preparation for presentation of the LED & assessment report: findings, lessons learned, good practices and recommendations | LED Consultants | 06 June (at the forum) |  |
| 15 | Officials for inauguration and closing sessions | MoFED/ UNDP | 06 June |  |
| 16 | Preparation for getting funds for participants (out-stationed participants only) – travel & per diem | UNDP/ MoFED |  06 June |  |
| 17 | Identification & selection of a professional facilitator | UNDP/ MoFED | 06 June 2011 |  |

# **10. AGENDA**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **#** | **Time** |  **Activities** |  **Responsible official** | **Facilitator** |
| **Wednesday, 8th June 2011 (day 1)** |
| 1 | 8:30 – 9:15 | Registration of participants | Tigist Lemma & MoFED |  |
| 2 | 9:15 – 9:30 | Opening / welcome remark by the State Minister, MoFED  | The State Minister, MoFED | Ato Admasu Nebebe, Director, MoFED |
| 3 | 9:30 – 09:45 | Opening/ welcome remark by UNDP | Mr. Eugene Owusu, UNDP Resident Representative | Mr. Admasu Nebebe, Director, MoFED |
| 4 | 09:45–10:00 | Overview of and expectations from the LED Stakeholder Forum | Ms. Christine Musisi, UNDP Deputy Country Director - Programme | Dereje Dejene/ UNDP Team Leader |
|  | **10:00–10:15** | **Health break** |  |  |
| 5 | 10:15-10:45 | Presentation on LED Intervention: Achievements, Opportunities and the Way Forward in \_\_\_\_\_ | The Mayor of the City Metropolitan\_\_\_\_\_\_\_ | Professional facilitator |
| 6 | 10:45-11:15 | Presentation of LED Beneficiary: Solid Waste Management in Bahir Dar Metropolitan City | Dream Light PLC | Professional facilitator  |
| 7 | 11:15-11:45 | Presentation of LED Beneficiary: Printing Press in Nekemte | Nekemte Printing Press PLC | Professional facilitator |
| 8 | 11:45-13:00 | Presentation of LED Programme Assessment Report (Recommendations and the way forward) and discussion | Prof. (Dr) Tegegne Gebre-Egziabher, National Consultant/ Team Leader | Professional facilitator |
|  | **13:00-14:00** | **Lunch break** |  |  |
| 9 | 14:00-15:00 | Presentation of LED Programme Assessment Report (Recommendations and the way forward) and discussion | Prof. (Dr) Tegegne Gebre-Egziabher, National Consultant/ Team Leader | Professional facilitator |
|  | **15:00-15:15** | **Health Break** |  |  |
| 10 | 15:15-17:00 | Group discussions on the findings, good practices, lessons learned, recommendations and the way forward of LED intervention | Participants will be grouped into different major areas of the assessment report  | Facilitator + 2 LED Consultants + MoFED + UNDP |
| 11 | 17:00-17:15 | Wrap up statement of day 1 | Professional facilitator/ LED Consultants | Professional facilitator |
| **Thursday, 9th June 2011 (day 2)** |
| 1 | 8:30-9:00 | Registration of participants | Tigist Lemma & MoFED |  |
| 2 | 9:00 - 10:00 | Group presentations and plenary discussions  | LED Consultant | Professional facilitator |
|  | **10:00-10:15** | **Health Break** |  |  |
| 3 | 10:15-11:00 | Continue group presentation and plenary discussions – the way forward  |  | Professional facilitator |
| 4 | 11:00-12:30 | Consensus building on the agreed upon way forward and presentation of the way forward  | LED Consultants | Professional facilitator |
| 5 | 12:30-12:45 | Action Plan/ Wrap up statement by UNDP  | Ms. Christine Musisi, Deputy Country Director - Programme | Professional facilitator |
| 6 | 12:45-13:00 | Closing Remark by the Chairperson | Ato Admasu Nebebe, Director, MoFED | Professional facilitator |
|  | **13:00-14:00** | **Lunch and closing of the forum** |  |  |

# **11. TENTATIVE BUDGET**

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Activities** | **specification** | **Budget** |
| 1 | Venue for Forum (with 2 additional small rooms for group discussions) - 2 days |  | $2,000.00 |
| 2 | Stationery, banners (2) and other printing materials  | For 116 participants | $500.00 |
| 3 | 2 Lunches and refreshments (2 days) | For 116 participants | $4,000.00 |
| 4 | Travel cost and per diem for the out-stationed officials | For 65 participants | $8,000.00 |
| 5 | Professional facilitator, 1 | For 2 days | &500.00 |
|  | **TOTAL** |  | **$15,000.00** |