



UNECE International PPP Centre of Excellence

EXPRESSION OF INTEREST (EOI)

PPP Specialist centre for (insert sector)

A Country (government, proposed host organization, or an agent acting on behalf of the government), submits a written *Expression of Interest* (EOI) to the UNECE Secretariat and its International PPP Centre of Excellence addressed to the UNECE Executive Secretary;

The EOI submission is to answer the following questions:

- A.** Identify the proposed sector and country for PPP Specialist Centre.
- B.** Identify the proposed host organization(s) for the PPP Specialist Centre, and confirm in writing that the proposed host organization:
 - a. Is a public sector or semi-public sector body operating in the sector,
 - b. Endorses the EOI application,
 - c. Has in-principle authority to host a PPP Specialist Centre.
- C.** Inform whether the endorsement has been received from the Ministry of Foreign Affairs or the status of this endorsement;
- D.** Identify the appointed country representative, or appointed intermediary of the proposed host organization that is submitting the EOI application – including: name, position, postal address, contact numbers, email.
- E.** Describe and validate how the host organization will deliver the functions of the PPP Specialist Centre.
- F.** Present the PPP experience of the proposed host organization within the proposed sector, and/or
- G.** Describe the strategic alignment of the proposed host organization with the objectives and activities of the PPP Specialist Centre.
- H.** Initial agreement to sign a Memorandum of Understanding and Funding Agreement for the PPP Specialist Centre (subject to contextualization on a case-by-case basis).
- I.** Define the schedule, personnel, budget, and funding for the development of a PPP Specialist Centre.

**Template
Expression of Interest**

Name A. PPP Specialist Centre for (insert sector)

Country

Proposed date to start* (insert) **Complete** (insert)

*3 to 5 years

DOCUMENT APPROVAL		
Name	Signature	Date
B. Host Organization (full name)		

C.	Endorsement from the Ministry of Foreign Affairs	
D.	Appointed country representative Name, full contact details	
E.	Describe and validate how the host organization will deliver the functions of the PPP Specialist Centre	
F.	List the present PPP experience within the PPP Specialist Centre - On the proposed sector - On other PPP sectors	
G.	Describe how the PPP Specialist Centre is aligned with the national policy and the strategy of the government	
H.	Initial agreement to sign a Memorandum of Understanding and Funding Agreement for the PPP Specialist Centre (subject to contextualization on a case-by-case basis).	
I.	Present a three years strategy, involving personnel, financial (budget and funding) of the PPP Specialist Centre	

Project Team

The (insert host organization) will establish the PPP specialist Centre for (insert sector) as a department within its organization, with a governance and operational structure that is broadly based on the following model:

1. Executive Director with the major take to promote the specialist centre, finding membership and alliances to achieve sustainability, fundraising, preparing business/ work and implementation plan and overall management and coordination within the UNECE International PPP Centre of Excellence' Secretariat in Geneva;
2. Senior/ PPP Specialist/s with the major task to undertake necessary research, collect PPP project data and draft best practice guide;
3. Communication manager/ Assistant will assist the Executive Director and Senior PPP Specialist/s in their activities, additionally to it will be responsible for the event management, organized by the specialist centre and assume communication function in order to promote the specialist centre nationally and internationally.

Such functions as IT&Web, finance and administration, reception etc. could be performed by general services with the government/ host organization.
