

TERMS OF REFERENCE (ToRs)
Professional Service (Individual Contractor)

1. ASSIGNMENT INFORMATION

Assignment Title:	LAND USE FINANCE MAPPING IN CAMBODIA
Post Level:	Senior Specialist
Contract Type:	Individual Contract
Post Level	National Consultant – Team Leader
UNDP Practice Area:	Environment and Climate Change
Cluster/Project:	Forest Carbon Partnership Facility Phase Two (FCPF-II)
Assignment Location:	Phnom Penh, Cambodia
Assignment Duration	60 working days from 01 July 2019 to 31 May 2020

2. ASSIGNMENT DESCRIPTION

Cambodia has made significant progress in developing its REDD+ framework over the past years. In 2017, the RGC approved its National REDD+ Strategy (NRS). The NRS marks major milestone in Cambodia’s transition from REDD+ Readiness to REDD+ Implementation Phase. The NRS was developed through an extensive structured consultation and awareness raising process with key government agencies, non-governmental organization, civil society, indigenous and local community. It builds primarily upon three national policy frameworks that guide forest management. These are the National Forest Program 2010-2030 (NFP), the National Protected Areas Strategic Management Plan 2017-2030 (NPASMP) and the Strategic Planning Framework for Fisheries 2010-2019 (SPFF).

Cambodia is currently finalizing the preparation of its Action and Investment Plan for the Implementation of the National REDD+ Strategy (AIP-NRS). The strategic objectives of AIP-NRS are:

1. Improve management and monitoring of forest resources and forest land use;
2. Strengthen implementation of sustainable forest management;
3. Mainstream approaches to reduce deforestation, build capacity and engage stakeholders.

The AIP aims to estimate the costs of the policies and measures (PAMs) considered on the NRS. In order to prioritize action and effectively mobilize additional resources, Cambodia will benefit from assessing the current level of financing supporting NRS implementation in the country. Identifying and mapping these flows from relevant sources (government, international donors, potentially private sector if data is available) will allow to identify the main funding gaps, support priority setting, as well as identify potential financing barriers and opportunities. This financial picture will serve as a baseline to track the mobilization of resources for REDD+ over time. By comparing the costing with the available financing identified through the mapping, the RGC will have a complete view of the main funding gaps and priorities to mobilize resources, as well as potential sources of finance and partners.

Mapping financial flows in land-use sectors can also identify, quantify and analyses investments, which are not aligned to REDD+ PAMs, and may be driving forest conversion in Cambodia. To achieve REDD+ objectives, it is essential that countries also look at these “grey” flows and take measures to redirect some of these investments to more sustainable activities.

Identifying these non-aligned investments is a good basis to inform inter-ministerial and cross-sectoral coordination and efforts to mainstream climate objectives in planning. Characterizing financial flows according to their potential impact on forests allows to RGC to improve the level of understanding of the financial flows affecting the land use sector and will be a key information to identify the levers and

opportunities of the government to redirect investments in sustainable activities and support policy goals.

Finally, this analysis will provide greater clarity and confidence to the RGC's partners that REDD+ policies and programs are developed in coherence with other national development objectives.

3. OBJECTIVES OF THE ASSIGNMENT

The objective of this assignment is to lead and oversee the mapping of financial flows related to land-use in Cambodia. The assignment will qualitatively and quantitatively review public (and potentially private) spending and investments relevant to REDD+ and forests, with the objectives of:

1. Providing a baseline of existing spending on REDD+ policies and measures, to value existing action, identify key gaps and best instruments and actors to channel REDD+ funding; and
2. Identifying spending that potentially drives forest carbon emissions, in order to support efforts to align policies to REDD+ objectives.

The approach will follow the land-use finance mapping methodology¹ developed by the EU-REDD Facility and Climate Policy Initiative to adapt it to the Cambodian context.

The detailed scope and approach of work will be proposed by the National Consultant – Team Leader as part of the inception report. The approach taken will build on the work and results of the Climate Public Expenditure and Investment Review (CPEIR) of 2012, AIP-NRD and other relevant studies.

The National Consultant – Team Leader will take the leadership of the tasks under this assignment and work in cooperation with one national land-use expert and one national finance expert. The Consultant will work in close coordination and consultation with UNDP/FCPF project staff, UNDP regional technical advisor and EU REDD Facility staff.

4. SCOPE OF WORK AND OUTPUTS

Task 1: Definition of scope of work and methodology

The consultant shall provide:

- An overview of the context of the study, in particular:
 - Short review of the main contextual documents (regulation, policies, strategies) framing the study as well as previous expenditure reviews
 - A description of the current planning and budgetary processes of Cambodia
 - An overview of the main public and private actors and instruments (funds, loans, partnerships, etc..) involved in the financing of land-use activities
- A proposal and definition of the scope of work, sectors, actors and financial instruments to be included in the scope of the study, as judged to be feasible in the time frame and budget allocated and in coherence with the objectives of the study. The proposal will include a detailed schedule proposal for the project.

Key scoping elements include, amongst others:

- Detailed objectives of the study and complementarity with the AIP-NRS and other national planning processes
- Sectors and activities reviewed with relation to the thematic scope and drivers of deforestation

¹ See the Land-use Finance Tool available at landusefinance.org

- Nature of the sources of finance analyzed (public, private, domestic, international, government, State-owned enterprises, investments, recurrent budget...)
 - Timeframe analysis (single year or multi-year study)
 - Type of data which will need to be collected, availability of data and data sources
 - Key partners for data collection
 - Key questions to be answered by the results and recommendations (questionnaire)
- A plan to involve national stakeholder to ensure a correct consultation and expert advice from relevant government agencies. The plan must include a description of the necessary support from national stakeholders. A list of key relevant resource persons (expert group) will be identified as well as main meetings to be organized.

Output 1: Inception report (~ 30 pages)

Task 2: Characterization of land-use finance in Cambodia

Based on the scope defined and agreed in Task 1 and in close collaboration with the national consultant – land-use expert, the consultant will be responsible for the elaboration of a typology of land-use activities, which will be used for data categorization. This typology will be built on previous work such as the CPEIR and AIP-NRS typologies. The typology will be developed in close collaboration with relevant stakeholders, with an inclusive view to support ongoing processes related to the identification of drivers of deforestation.

Output 2: Typology of land-use activities according to the study scope. It will be integrated into the final report.

Task 3: Data collection, consolidation and mapping

The National Consultant – Team Leader will supervise data collection on land-use finance investments according to the scope defined in task 1. Both financial data and qualitative data (project documents, reports, etc.) shall be collected when possible. Bilateral interviews with relevant technical stakeholders will be organized to fill in data gaps and/or to support the interpretation of data.

Based on the scope defined in task 1 and on the methodological approach developed in task 2, the international consultant will prepare a database/spreadsheets template for the classification of data. He will be responsible for the quality control and harmonization of data input in the database/spreadsheet. Data classification will be implemented in team together with the national consultants.

When quantitative data is not available or is not at the required level of detail or quality, the international Consultant will develop a qualitative assessment of financial flows. Qualitative and quantitative data will also serve to provide:

- A detailed description of the main actors involved in land-use finance
- A description of existing governance arrangements for domestic and international climate finance at national and potentially sub-national levels
- A description of existing planning frameworks influencing land-use investments

The results will be represented in a Sankey diagram (see Land-use Finance Tool) and other relevant infographics (EU-REDD staff will support with this assignment).

Output 3: Database and preliminary infographics

Task 4: Data analysis and recommendations

From the data collected, and building on thorough dialogue with relevant stakeholders, the National Consultant – Team Leader will draw relevant conclusions and recommendations for the national government and its partners, with regard (but not limited) to:

- The amount and nature of spending contributing to REDD+ in Cambodia
- Gaps between current finance flows and needs, both in terms of volumes and activities being financed
- Potential barriers identified in financial flows at national and potentially sub-national level and each sector where relevant
- Opportunities for redirecting public finance to REDD+ and sustainable activities
- Options to reduce the risks for forests in the case of unsustainable investments
- Recommendations for financing the national REDD+ strategy and selected policies and measures
- Opportunities for public finance to support private REDD+ and sustainable land-use investments
- Opportunities and needs to improve coherence and coordination between national and subnational level land-use spending

These questions will need to be fine-tuned during task 1. Results and recommendations will be discussed and validated with the main stakeholders.

Output 4: Final report bringing together findings from all tasks, with executive summary and final visual representation of results

Task 5: Dissemination of results

The National Consultant – Team Leader will ensure that results of the data collection and the analysis be provided to relevant central line ministries with a view of improving the coordination between actors, as well as that the results of the study be disseminated at national level.

The National Consultant – Team Leader will also be responsible for documenting lessons and challenges related to the implementation of the Land-use Finance Tool in Cambodia and propose methodological recommendations for future work, in the form of a short story/brief about the project.

Output 5: Brief on lessons, challenges and recommendations for future work

5. EXPECTED OUTPUTS AND DELIVERABLES

No	Deliverables /Outputs	Estimated Duration to Complete	Target Due Dates	Review and Approvals Required
1	Upon satisfactory completion and acceptance of task 1 and output 1: Inception report (max. 30 pages) definition of scope of work and methodology	14 days		Reviewed by REDD+ Technical Specialist, REDD+ MRV Specialist, EU REDD+ Facilities,
2	Upon satisfactory completion and acceptance of task 2 and Output 2:	9 days		

	Typology of land-use activities according to the study scope that will be integrated into the final report.			National Project Advisor in the REDD+ Taskforce Secretariat
3	Upon satisfactory completion and acceptance of task 3 and output 3: Database and preliminary infographics	22 days		Approved by National Project Director (NPD) and Manager (NPM) of the Forest Carbon Partnership (FCPF) project and ACD/UNDP
4	Upon satisfactory completion and acceptance of task 4 and output 4: Final report bringing together findings from all tasks, with executive summary and final visual representation of results; and task 5 and Output 5: Dissemination of the results of the study including brief on lessons, challenges and recommendations for future work to relevant stakeholders by delivering in-country presentation	15 days		
Total number of days		60 days		

6. INSTITUTIONAL ARRANGEMENTS

The study will be conducted as a partnership and under the co-supervision of the Ministry of Environment and the Ministry of Economy and Finance, and in close cooperation with relevant line ministries and agencies. The FCPF/UNDP REDD+ Taskforce Secretariat will provide facilitation and technical backstopping, in connection with other related processes. The EU REDD Facility will provide training to the team of consultants on the Land-use finance mapping approach, as well as technical support related to land-use finance and the scope of the study throughout the course of the assignment.

The National Consultant – Team Leader will lead and oversee the assignment in close collaboration with national experts on land-use and finance and ensure that the work builds on the data collected at national level through the work on the AIP-NRS, as well as on previous studies looking at climate and land-use expenditures such as the CPEIR.

Data collection should be quantitative and qualitative to the highest level of detail when possible. Best use of centralized data, such as national budget information systems should be made. When data is not centralized, a bottom-up data collection approach should be considered. Detailed methodological guidance is available from the Land-use Finance Tool for each step of the work and technical backstopping will be ensured by the EU REDD Facility.

Stakeholder engagement is a key component of this work, to ensure access to data, ownership of results and to inform ongoing processes. Methodological guidance is provided by the Land-use finance tool to support the identification of relevant stakeholder groups as part of the inception phase.

All data is collected, results and outputs of the study, including the financial database and produced infographics, will be transferred to the Ministry of Environment and other relevant government partners by the National Consultant – Team Leader.

The National Consultant – Team Leader is expected as part of the scoping phase to discuss with relevant national consultants, relevant stakeholders, FCPF/UNDP REDD+ Taskforce Secretariat and the EU REDD Facility. The National Consultant – Team Leader will conduct data collection and validation of

the typology, as well towards the end of the assignment to present preliminary findings. Travel expenses including transportation will be responsibility of the National Consultant – Team Leader.

Draft outputs will be reviewed by the EU REDD Facility and the FCPF/UNDP REDD+ Taskforce Secretariat. The FCPF/UNDP REDD+ Taskforce Secretariat will be validating the outputs. The FCPF/UNDP REDD+ Taskforce Secretariat will be in charge of the translation to Cambodian of the final report. It will also assist in the organization of workshops and meetings.

7. DURATION OF THE CONTRACT

The work will be undertaken over a period of up to 10 months, starting in 01 July 2019 to 31 May 2020 for approximately 60 working days. In accordance with expected outputs and deliverables, the International Consultant submits reports to FCPF REDD+ Project Chief Technical Advisor for reviewing outputs, comments, and certifying approval/acceptance of works afterwards. In case of any delays to achieve the expected outputs, the International Consultant should notify the FCPF REDD+ Chief Technical Advisor in advance to take necessary steps.

8. DUTY STATION

The duty station for this assignment is home-based with travel to Phnom-Penh, Cambodia. Travel related cost in Phnom Penh will be covered by consultant.

9. MINIMUM QUALIFICATION OF THE INDIVIDUAL CONTRACTOR

Education:	<ul style="list-style-type: none"> • Post-graduate degree (at least Master Degree) in forestry, natural resources management, agriculture and rural development, green economy or any close field.
Experience:	<ul style="list-style-type: none"> • A minimum of 10 years progressive experience in natural resource economics and management or a related field; • Strong understanding of REDD+ under the UNFCCC, including understanding of financing options such as the Green Climate Fund; • Experience with public expenditure reviews related to natural resource management in developing country contexts; • Strong understanding of the drivers of forest conversion in South-East Asia; • Experience and networks in forest and land-use sectors in Cambodia or in the Mekong region.
Competencies:	<ul style="list-style-type: none"> • Strong quantitative data management skills. • Fluency in written and spoken English. • Strong inter-personal skills, in particular, demonstrated team leadership qualities and excellent oral communication skills. • Strong analytical, writing and communication skills, including the ability to articulate ideas in a clear and concise manner. • Experience with UNDP and/or UN agencies is an advantage. • Flexibility and ability to operate in different cultural settings and with a variety of stakeholders, in a culturally and gender-sensitive manner.

10. CRITERIA FOR EVALUATION OF THE INDIVIDUAL CONTRACTOR

Technical Evaluation Criteria	Obtainable Score
Post-graduate degree (at least Master Degree) in forestry, natural resources management, agriculture and rural development, or any close field.	15

A minimum of 10 years progressive experience in natural resource economics and management or a related field;	20
Strong understanding of REDD+ under the UNFCCC and Cambodia's forest and land-use policy framework	10
Experience with public expenditure reviews related to natural resource management is an asset.	15
Strong understanding of the drivers of forest conversion in South-East Asia;	5
Experience and networks in forest and land-use sectors in Cambodia or in the Mekong region.	10
Strong quantitative data management skills;	10
Strong inter-personal skills, in particular, demonstrated team leadership qualities and excellent oral communication skills.	5
Strong analytical, writing and communication skills, including the ability to articulate ideas in a clear and concise manner.	10
Total Obtainable Score:	100

11. PAYMENT MILESTONES

The contractor will be paid on a lump sum basis under the following installments.

N	Outputs/Deliveries	Payment Schedule	Payment Amount
1	Upon satisfactory completion and submission of deliverable # 1		10
2	Upon satisfactory completion and submission of deliverable # 2		30
3	Upon satisfactory completion and submission of deliverable # 3		30
4	Upon satisfactory completion and submission of deliverable # 4 and # 5		30

12. Approval

Signature: _____

Name: _____

Title/Unit/Cluster: _____

Date: _____