



TERMS OF REFERENCE

NATIONAL INDIVIDUAL CONSULTANT – NATURAL RESOURCE MANAGEMENT AND POLICY SPECIALIST

Job ID/Title:	National Individual Consultant –Natural Resource Management and Policy Specialist
Scope of advertisement:	Nationally advertised
Category (eligible applicants):	External ¹
Brand:	UNDP
Practice Area:	Climate Change
Application Deadline:	Friday, 29 May 2020 by 11.59 P.M (GMT+3.00)
Type of Contract:	National Individual Contract
Reference:	KEN/IC/2020/025 –Consultant – Natural Resource Management and Policy Specialist
Duty Station:	Nairobi, Kenya
Languages Required:	English
Expected Duration of Assignment:	40 working days within a Period of Six Months

1.0 Specific Objective

1. Specific Objectives

- a. Build on existing work² on drivers of deforestation and forest degradation as well as barriers to sustainable forest management and enhancement of forest carbon stocks - produce an in-depth report which can be used as a basis to develop issues and options for REDD+ policies and measures.

¹ External defines as applicants external to UNDP and to the UN Common system, including UNDP non-staff.

² Analysis of drivers and underlying causes of forest cover change, 2012; Analysis of demand & supply of wood products; Analysis of Charcoal Value in Kenya .2013; Corruption Risk Assessment for REDD+ in Kenya; Forest Carbon project in Kenya, among other reports

- b. Review and update existing work on policy, legal, regulatory and institutional assessment for REDD+ implementation and produce a policies, laws and regulations (PLR) assessment:
 - i. Identify practical and innovative interventions to ensure the successful implementation of REDD+.
 - ii. Identify existing gaps and recommend how these can be addressed.
- c. Contribute to the development of the Issues and Option (IO) Paper.
- d. Contribute to the development of the National REDD+ Strategy and Investment Plan.

2. Tasks

1. Building on existing studies and information, identify the critical drivers (both direct and underlying) of deforestation and forest degradation and barriers to sustainable forest management and enhancement of forest carbon stocks and assess their significance with reference to REDD+ implementation in the country;
2. Identify primary actors, sectors and activities driving deforestation and forest degradation – covering all forests (public, private and community forest);
3. Identify primary actors, sectors and activities enhancing conservation of forests and enhancing forest cover across all land types (public, private and community land), and assess roles and responsibilities, incentives and benefits.
4. Identify strategic issues and options that could be prioritised to inform the development of a REDD+ strategy for the country.
5. Recommend suitable indicators that can be used to monitor progress to address the identified drivers of deforestation and forest degradation.
6. Review and synthesis information, literature and studies on key national and county levels policies, laws, regulatory frameworks and instruments including benefit sharing in the land use sectors as well as other relevant sectors that are linked to the successful implementation of REDD+ and assess gaps - these include PLRs relating to agriculture, energy, land use change, land use planning, governance, risk management, resource access and use rights, information technology, opportunities for revenues, benefits and livelihood improvements, financial instruments including microfinance and cooperatives.
7. Summarize county and national policy and legal framework(s) relevant for REDD+ implementation, including roles and responsibilities of the different levels of government. Include the overarching climate change policy framework, and umbrella policy and legislation pertaining to the agriculture, and forestry and land use (AFOLU) sector.
8. Collect information in a tabular form about current projects that are contributing to climate change mitigation and adaptation from the agriculture, forestry and land use sector, and provide lessons learnt and relevance to carbon finance policy and legal frameworks in Kenya
9. Review existing definitions of carbon ownership and how these relate to different categories of land rights or other rights issues/concerns
10. Map institutions and assess institutional arrangements required for REDD+ strategy options implementation.

11. Identify opportunities in PLRs that enhance and facilitate participation and contribution of Indigenous Peoples and Local Communities in implementation of REDD+.
12. Stipulate capacities required by various stakeholders to improve the existing conservation and management practices including benefit sharing; at individual, community, institutional/ organization and policy level for delivery of REDD+.
13. Recommend approaches that would facilitate addressing up-scaling of such initiatives in a coordinated manner in order to contribute to the objective of REDD+.
14. Propose an indicative framework for policy and institutional reform required to improve existing practices for conservation and sustainable management of forests for delivery of REDD+.

3. Deliverables

- A concise inception report on the technical approach including a background literature approach, including the suggested methods of analysis. An annotated outline should be annexed to it;
- A report on drivers of deforestation and forest degradation and barriers to restoration, sustainable management of forest resources, enhancement of carbon stocks, and underlying causes of forest cover change for consideration by stakeholders;
- A report describing the current PLR framework which sets the vision and goals for effective and robust implementation of REDD+ including on financing, benefit sharing, safeguards, carbon rights, grievance and redress mechanism, forest governance and monitoring. The report will recognise opportunities as well as gaps in policy or actions, which may require time to adjust, but emphasises practical and innovative prospects to ensure the successful implementation of REDD+ at both national and county levels in the short term and in the next 15 years;
- Propose an indicative framework for policy and institutional reform required to improve existing practices for conservation and sustainable management of forests for delivery of REDD+; and
- A comprehensive and fully referenced report including detailed recommendations must be submitted at the end of the assignment. The report must contain an in-depth analysis of the issues described in the objectives and should propose clear, implementable recommendations.

Important Note: Ensure that each report should be accompanied by a summary of consultations held including dates and list of participants disaggregated by gender.

4. Deliverables and Payment schedule

Deliverables	Timeline	Payment Terms per deliverable (percentage based on the contract amount)
Inception report	10 days upon signing the contract	10%
Submission of first draft report on Drivers and PLRs including prioritized Policies and Measures (PAMs) and Institutional framework	20 days after the inception report is approved	30%
Submission of final report/s on Drivers and PLRs including prioritized Policies and Measures (PAMs) and Institutional framework	10 days after review process completed	60%

5. Duration

The consultant is expected to complete the assignment in forty (40) working days. The consultancy will be spread over a period of six months.

6. Qualifications

The consultant with have the following profile:

- Advanced degree in natural resources management, forestry, land management, environmental studies and/or development-related subjects based on the technical requirements of the assignment.
- At least 10 years of experience in successfully managing assessments of similar scope and scale related to natural resource management.
- Familiarity with REDD+ and understanding of UNFCCC and climate change finance requirements particularly with regards to national REDD+ strategy/plan and climate and/or land use finance is a key advantage.
- Knowledge of the natural resource management, institutional and legal framework of Kenya.
- Demonstration of experience from drafting/formulating and evaluation/assessment of national policies and action plans by sharing sample of similar work
- Demonstrated experience in drafting reports, policy papers and or policy briefs.
- Work experience with the United Nations is considered an added advantage.
- Good interpersonal skills.

7. Evaluation

The consultant's offer will be evaluated based on the following criteria:

Combined Scoring method – where the technical qualifications will be weighted a maximum of 70% and combined with the price offer which will be weighted a max of 30%. Only candidates obtaining a minimum of 70 points (100 maximum points) would be considered for the financial criteria.

The key criteria for rating the qualifications are as follows

- Understanding of the scope of work (SOW); comprehensive of the methodology /approach; and organization and completeness of the proposal (15 points);
- Advanced degree in natural resources management, forestry, land management, environmental studies and/or development-related subjects based on the technical requirements of the assignment (15 points)
- At least 10 years of experience in successfully managing assessments of similar scope and scale related to natural resource management and related institutional and legal framework of Kenya (15 points);
- Familiarity with REDD+ and understanding of UNFCCC and climate change finance requirements particularly with regards to national REDD+ strategy/plan and climate and/or land use finance is a key advantage (30 points)
- Proven track record in drafting reports, policy papers and or policy briefs, formulating and carrying out evaluation/assessment of national policies and action plans by sharing sample of similar work (25 points)

Financial Evaluation (30% of total evaluation; maximum 30 points).

Submission of the Financial Proposal

Applicants are instructed to submit their all-inclusive fee proposal in KSH using the financial proposal template provided (Offerors letter to UNDP)

The financial proposal should be all-inclusive and include a breakdown. The term 'all-inclusive' implies that all costs (professional fees, travel related expenses, communications, utilities, consumables, insurance, etc.) that could possibly be incurred by the Contractor are already factored into the financial proposal.

Financial evaluation (maximum 30 points):

The following formula will be used to evaluate financial proposal:

$p = y (\mu/z)$, where

p = points for the financial proposal being evaluated

y = maximum number of points for the financial proposal

μ = price of the lowest priced proposal

z = price of the proposal being evaluated

Duration of the Work

40 working days within a period of 6 Months

Application process.

Interested and qualified candidates should submit their applications which should include the following:

1. Detailed Curriculum Vitae
2. Proposal for implementing the assignment – template provided
3. Offerors letter to UNDP – template provided

Note: The successful applicant will be required to complete a UNDP Personal History Form (P11) form prior to contracting.

Firms are not eligible for this consultancy assignment. Open to **national** individual consultants only.

Incomplete applications will be disqualified automatically.

All applications must be submitted through the UNDP eTendering portal.

- If already registered, please go to <https://etendering.partneragencies.org> and sign in using your username and password, and search for the **event**:
Business Unit: **UNDP1**
Event ID:
- If you do not remember your password, please use the “Forgotten password” link. Do not create a new profile.
- If you have never registered in the system before, please complete a one-time registration process first by visiting <https://etendering.partneragencies.org> and using the below generic credentials:
Username: **event.guest**
Password: **why2change**

Detailed user guide on how to register in the system and submit the proposal can be found at:

<https://www.undp.org/content/undp/en/home/operations/procurement/business/procurement-notice/resources/>

Email submission of applications will not be accepted. Queries about the position can be directed to

undp.kenya.procurement@undp.org