

Arab Climate Resilience Initiative
Terms of reference for Individual Contract
Senior Advisor – Climate Change Adaptation and Disaster Risk
Management (CCA and DRM)

A. Project Title

Arab Climate Resilience Initiative

B. Project Description

With climatic variability within the Arab region showing consistent overall increases in surface air temperatures and a decreases in rainfall, the impacts of climate change are likely to exacerbate the frequency and severity of drought across the region, as well as extreme weather events such as dust storms, heat waves and, in some cases, sudden flooding. It is likely that the region will face a 50% gap in renewable water supply by 2050 and it is projected that the region's economies and livelihoods will be the second most affected by climate change worldwide, with serious consequences, in particular for the most vulnerable populations in the region, in terms of food security, displacement and overall social stability.

C. Scope of Work

Inter-country coordination and awareness play a crucial part in enabling countries to understand and in turn prepare for these ongoing and future risks. While efforts have begun through the launch of the Arab Framework Action Plan on Climate Change and the Arab Strategy for Disaster Risk Reduction, which aims to set strategic priorities to enhance coordination for the reduction of climate change impacts and disaster loss, and to build stronger, more efficient monitoring at national, regional and local levels, there remains a need and demand on the part of countries in the region for concrete actions to ensure that improved, integrated risk analysis leads to well-considered development planning processes. These include:

- Upgrading meteorological observation facilities and their capacity for climate change modeling;
- Building institutional collaboration and networking to facilitate dissemination of climate information, including systematic measurements, climate observation and modeling to support adaptation planning;
- Production of regional and country-level climate information that is useful, relevant and appropriate for different sectors across a countries;
- Improved “translations” of scientific analyses into information and recommendations for policy makers;

- Developing policy mechanisms that link up and coordinate different ministries at the national level, as well as between local and federal governing bodies, to establish a sense of shared responsibility around climate change and DRM.

UNDP launched the Arab Climate Resilience Initiative (ACRI) to support countries, both nationally and at the regional level, in developing and implementing integrated approaches to low-carbon, climate resilient pathways. At the end of 2012, ACRI began developing a number of pillars of work and is currently bolstering its adaptation agenda around bridging the growing level of relevant scientific research in the region with policy making and development planning. At the national level, stakeholders include:

- 1) Government and governmental organizations
 - a. Line ministries: Ministry of Environment, Ministry of Agriculture, Ministry of Water; etc
 - b. Specialized agencies: Scientific research institutions across the region
- 2) Civil society: Non-Governmental Organizations (NGOs), including environmental NGOs, associations of NGOs, women and sub-population groups' associations, independent think-tanks, national and local media.

In addition to supporting countries, ACRI aims to support the role of the League of Arab States in coordinating collaborative efforts and exchange in climate change adaptation and climate-related disaster risk management. To this end, ACRI will support LAS in its role vis-à-vis member states, which includes: monitoring and assessing natural disasters (drought, land degradation, dust and sand storms); early warning and identification of areas susceptible to drought, food crises, population displacement; supporting national planning and regional collaboration around disaster risk reduction and climate change adaptation planning; providing a regional platform for harmonization and the standardization of risk monitoring and assessment across countries; and contributing to and exchanging with international research and policy communities around modelling for disaster risk assessments.

D. Expected Outputs and Deliverables

Objective of the Assignment

UNDP RBAS is seeking the expertise of a senior CCA and DRM advisor, specializing in the area of climate change adaptation and disaster risk management, to lead on the production of knowledge, technical advising, and the establishment of a network of research to support the League of Arab States and its member countries.

Outputs

Under ACRI, UNDP RBAS will focus on building the institutional capacity of the Department of Environment, Housing and Sustainable Development of the LAS Secretariat to formulate and present recommendations to support the implementation of the Arab Strategy for Disaster Risk Reduction 2020 (ASDRR) and the Arab Framework Action Plan on Climate Change (AFAPCC).

The overall responsibilities of the CCA and DRM Advisor will focus on facilitating, advising, planning and coordinating in any way to assist the Department of Environment, Housing and Sustainable Development of the LAS Secretariat in achieving the relevant outputs of the project, in particular:

- building capacity in scientific research around climate change in the region through facilitating regional knowledge sharing and knowledge networks between research institutions, and setting a cross-sectoral climate risk management agenda across countries through engagement with key ministries (ACRI Project Document, Output 1.6 and 2.2)
- strengthening capacity to assess and address priority areas vulnerable to climate change through regional and nationally downscaled models and scenarios for climate change impacts on water resources, land use, food security and drought (ACRI Project Document, Output 2.1.1)
- providing regional training, in collaboration with other regional training initiatives and institutes, for national technicians to: i) undertake vulnerability and drought impact assessments; ii) develop robust agricultural monitoring systems; and iv) develop more efficient and climate-resilient agricultural systems (ACRI Project Document, Output 2.1.2.)

She/he will provide technical advice in matters of disaster risk resilience and climate change adaptation policy and strengthen institutional networks and assistance in terms of trainings and advising on specific matters as part of the progressive transfer of knowledge of planning, implementation, and guidance functions and tools to counterparts at the Department of Environment, Housing and Sustainable Development at the LAS Secretariat.

Her/his prime responsibility is to assist the Department of Environment, Housing and Sustainable Development at LAS by providing technical advice to its staff and to relevant line ministries in member countries, drafting technical and policy documents and developing guidelines related to climate change adaptation planning and cross-ministerial mainstreaming that links scientific analysis on drought to socioeconomic vulnerability and to resilience-based development policy.

Scope of the Assignment, Activities and Deliverables:

- Contribute to the production of national and regional research, data and modelling to establish a framework on drought and land degradation; indices and analyses of long-term drought trends; vulnerability assessments; and associated guidelines/materials for policy makers;
- Provide technical support, advising and, where possible, trainings for countries on-demand and in coordination with UNDP country office focal points;
- Draft and coordinate a regionally specific synthesis of the IPCC AR5, with recommendations and regionally targeted data/models, as well as sector and/or field specific statistical information;
- Provide direct technical support to LAS and work within the LAS sectors and offices;
- Contribute to, participate in, and communicate the outcomes of CCA and DRM activities at the regional and international levels as relevant to LAS, UNDP, other UN agencies, and in collaboration with relevant academic institutions and the World Meteorological Organization.

The consultant will be responsible for the following deliverables, among others:

Deliverable 1: Work Plan of the CCA and DRM Advisor (to be submitted within two weeks of the start of the assignment) to be adopted by the Department of Environment, Housing and Sustainable Development of the LAS Secretariat.

Deliverable 2: Comprehensive report on needs of technical assistance of the Department of Environment, Housing and Sustainable Development of the LAS Secretariat (to be submitted within 4 weeks of the start of the assignment) and specific needs of member states, with respective recommendations.

Deliverable 3: Coordination and writing of a regional synthesis of the IPCC AR5 “Climate Change 2014: Impacts, Adaptation, and Vulnerability”, with recommendations for policy makers, and background documentation with regionally and nationally targeted data/models.

Deliverable 4: Coordination of and presentations on CCA and DRM related sessions at regional and international fora (e.g. the 2nd Arab Conference on DRR (September 14-16, 2014) and at the Arab Water Forum (December 9-11, 2014)).

Deliverable 5: Production of reports and submission of technical proposals, training materials, technical notes in support of LAS and its member countries (to be submitted on a monthly basis).

Deliverable 6: Production of national and regional research, data and indices, analyses of long-term drought trends; vulnerability assessments, and models to establish a framework on drought and land degradation, and associated guidelines & materials for policy makers

Deliverable 7: Mid-term report (to be submitted by January 31, 2015).

Deliverable 8: Final report (to be submitted by July 31, 2015).

E. Institutional Arrangement

The consultant will work under the guidance of the Chief of Regional Programme Division and direct supervision of the ACRI Project Manager. The supervision by the Project Manager will include approvals/acceptance of the outputs as identified in the previous section.

S/he will report and consult with the Project Manager on a regular basis, and ad hoc as needs arise. Brief progress reports shall be prepared by the CCA and DRM Advisor on a monthly basis, or on the basis of specific requirements. The CCA and DRM Advisor will be expected to develop ToRs as necessary for the contracting of researchers etc, as needed, to assist with analytical and coordination activities.

S/he would be asked to liaise/interact/collaborate with the representatives of the responsible agencies or any other relevant counterparts for the preparation of the specific output identified above, as needed.

F. Duration of the Work

- a) The duration of the work is expected to cover a period of 11 months from the date of signing the contract.
- b) For the deliverables, the CCA and DRM Advisor should expect about a week's lead time to review outputs, give comments, certify approval/acceptance of outputs, etc.

G. Duty Station

- a) The CCA and DRM Advisor will work within the premises of the Department of Environment, Housing and Sustainable Development at the LAS Secretariat in Cairo.
- b) Some activities may require teleconference with project partners, as well as travel missions to supported countries as needed.

H. Qualifications of the successful Individual Contractor

Education

- a) Has a PhD in Soil, Water and/or Agricultural Sciences, Environmental Management, Disaster Risk Planning or related field

Experience

- a) Minimum 15 years of relevant experience in applied research, coordination, and project management at the national and international levels;
- b) Extensive experience in institutional capacity development; strategic planning of projects; provision of evidence-based policy advice
- c) Expertise and proven track record in drought modelling, vulnerability mapping and disaster risk assessments;
- d) Proven experience leading a team of experts/researchers
- e) Experience developing strategies, frameworks, action plans related to climate change adaptation and disaster risk reduction at the national, regional and international levels
- f) Ability to meet deadlines and prioritize multiple tasks.
- g) Familiarity with the League of Arab States' work and structure.

Language Requirements

- a) Excellent writing, editing, and oral communication skills in English and Arabic

I. Scope of Price Proposal and Schedule of Payments

All proposals must be expressed in *Lump Sum Amount*. This amount must be "all-inclusive". Please note that the contract price will be fixed regardless of changes in the cost components.

The schedule of payments will be distributed on monthly basis and upon satisfactory of the submitted deliverable, as per below table:

Deliverables/Outputs	Estimated Duration to Complete	Target Due Dates	Review and Approvals Required
Deliverable 1: Submission of Work Plan of the CCA and DRM Advisor of Sept 2014 – July 2015, to be adopted by the LAS Department of Environment, Housing and Sustainable Development	Two weeks	Two weeks from start of contract	ACRI Project Manager, LAS Department of Environment, Housing and Sustainable Development
Deliverable 2: Comprehensive report on needs of and technical assistance to the Department of Environment, Housing and Sustainable Development of the LAS Secretariat and specific needs of member states, with respective recommendations.	4 weeks	4 weeks from start of contract	ACRI Project Manager
Deliverable 3: Coordination and writing of a regional synthesis of the IPCC AR5 “Climate Change 2014: Impacts, Adaptation, and Vulnerability”, with recommendations for policy makers, and analyses and repackaging of data/models specifically targeting the Arab region.	4 months	Outline: Sept 30, 2014	ACRI Project Manager
		First Draft: Nov 15, 2014	ACRI Project Manager
		Final Draft: Dec. 22, 2014	ACRI Project Manager and Chief of the Regional Programme Division
Deliverable 4: Coordination of and presentations on CCA and DRM related sessions at regional and international fora (e.g. the 2nd Arab Conference on DRR (September 14-16, 2014) and at the Arab Water Forum (December 9-11, 2014))	Ongoing as needed	July 31, 2015	ACRI Project Manager
Deliverable 5: Submission of technical proposals, training materials, technical notes in support of LAS and its member countries, as well as any relevant	Ongoing, to be submitted on once a month	July 31, 2015	ACRI Project Manager

mission or meeting reports.)			
Deliverable 6: Production of national and regional research, data and indices, analyses of long-term drought trends; vulnerability assessments, and models to establish a framework on drought and land degradation, and associated guidelines & materials for policy makers.	Ongoing as needed	July 31, 2015	ACRI Project Manager
Deliverable 7: Mid-term report (to be submitted by January 31, 2015).	-	January 31, 2015	ACRI Project Manager
Deliverable 8: Final report (to be submitted by July 31, 2015).	-	July 31, 2015	ACRI Project Manager