

# Terms of reference



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## GENERAL INFORMATION

**Title:** Biodiversity Financing and Public Policy Expert

**Project Name:** Enhancing the Protected Area System in Sulawesi (E-PASS) for Biodiversity Conservation

**Reports to:** Head of Sub Directorate of Forestry and Water Resources Conservation, BAPPENAS and Technical Officer for NRM, Environment Unit, UNDP

**Duty Station:** Indonesia (home based)

**Expected Places of Travel (if applicable):** Jakarta, Bogor, Palu, Kotamubago and Manado

**Duration of Assignment:** 8 (eight) months with maximum 100 working days

## REQUIRED DOCUMENT FROM HIRING UNIT

	TERMS OF REFERENCE
5	<b>CONFIRMATION OF CATEGORY OF LOCAL CONSULTANT, please select:</b> (1) Junior Consultant (2) Support Consultant (3) Support Specialist (4) Senior Specialist (5) Expert/ Advisor <b>CATEGORY OF INTERNATIONAL CONSULTANT, please select :</b> (6) Junior Specialist (7) <b>Specialist</b> (8) Senior Specialist
	APPROVED e-requisition

## REQUIRED DOCUMENTATION FROM CONSULTANT

X	CV
X	Copy of education certificate
X	Completed financial proposal
X	Completed technical proposal

### Need for presence of IC consultant in office:

☒ partial (Consultant will be present in the office upon requested or presenting the deliverables)

☐ intermittent (explain)

☐ full time/office based (needs justification from the Requesting Unit)

### Provision of Support Services:

Office space: ☐ Yes ☒ No

Equipment (laptop etc.): ☐ Yes ☒ No

Secretarial Services ☐ Yes ☒ No

If yes has been checked, indicate here who will be responsible for providing the support services

### Signature of budget owner:

## I. BACKGROUND

The government of Indonesia has clearly identified biodiversity conservation as a priority and is making significant efforts to create the conditions for sustainable protected area (PA) management as a key strategy to conserve biodiversity. The Enhancing Protected Areas System in Sulawesi for Biodiversity Conservation (EPASS) project is designed to strengthen PA management in endemic-rich Sulawesi and reduce threats to biodiversity in the PAs by putting in place measures to ensure that the highly unique and globally important biodiversity of Sulawesi will be safeguarded from on-going threats to its biodiversity. By strengthening core PA management and raising the level of conservation outcomes in Sulawesi, the project will serve to increase the overall effectiveness of the national PA system in which Sulawesi plays a key part.

The project goal is an effectively managed system of protected areas that is well integrated into its surrounding landscape contributing to sustainable, inclusive and equitable development in Sulawesi. The project objective is to strengthen the effectiveness and financial sustainability of Sulawesi's PA system to respond to existing threats to globally significant biodiversity. With GEF support, interventions at the level of Sulawesi's terrestrial PA system will:

1. Enhance the systemic and institutional capacity for planning and management of the Sulawesi PA system.
2. Increase the financial sustainability of the Sulawesi PA system.
3. Reduce threats and strengthen collaborative governance in target PAs and buffer zones.

The Biodiversity financing and public policy expert will be hired to develop a Sulawesi island-wide PA financing plan and resource mobilization strategy. It will include analysis on PA management financial needs. S/he is intended to conduct detailed analysis of the current financing situation for the PA system in Indonesia. It will also assess different options for establishing new revenue streams and sustainable financing mechanisms for PA management. S/he will work with relevant project team and consultants to deliver the expected outputs.

For the information, the project is implemented by Directorate of Biodiversity Conservation, Directorate General of Natural Resources and Environmental Conservation in cooperation with Directorate Forestry and Water Resources, BAPPENAS. UNDP is the implementing agency of the project.

## II. SCOPE OF WORK, ACTIVITIES, AND DELIVERABLES

### Scope of Works

Under direct supervision of Head of Sub Directorate of Forestry and Water Resources Conservation, BAPPENAS and UNDP Technical Officer for NRM, the consultant will work closely with EPASS project team to undertake following tasks:

- a. Review current PA financing structure on selected project sites.
- b. Assess proportion of budget in meeting PA unit's annual targets in three project sites.
- c. Conduct scenario financing calculation to implement three PA management plans for selected years and based on priority targets.
- d. Develop financing plan to fill budget gap according to business as usual and 'ideal' targets of the PA management.
- e. Assess current level of investment in selected PA for income generation and flow of fund.
- f. Contribute to discussion on legal and regulatory framework for a funding mechanism outside State Budget (non-APBN) for biodiversity fund and conservation area.
- g. Arrange FGD and stakeholder consultation with private sector, financial service authority, banking etc. for developing resource mobilization strategy and plan of selected PAs.
- h. Develop guideline for biodiversity fund and conservation area's Clearing House Mechanism (CHM).
- i. Develop policy brief for strengthening PA financing at targeted sites.
- j. Develop recommendations on required policy and/or regulation review to create enabling environment for investment within the PA areas.
- k. Any other relevant tasks upon agreement between the expert and UNDP/project.

### Expected Outputs and deliverables

A blueprint of alternative biodiversity funding (non-State Budget/non-APBN) for biodiversity conservation and strengthening PA management including:

- (i) Demand vs supply of conservation funding.
- (ii) Inventory of state and non-state funding mechanisms for domestic and international funding sources.
- (iii) Inventory of existing regulations and need analysis to create enabling conditions for alternative biodiversity funding mechanism in Indonesia.
- (iv) Inventory of alternative potential funding sources outside the State Budget (non-APBN).
- (v) An analysis on the priority of alternative funding mechanism to be implemented at the national and field/site level.
- (vi) A roadmap for the development of alternative funding and resource mobilization plan for conservation.
- (vii) Socialization of blueprint in five major islands (region) in Indonesia.

Related to the above outputs, schedule of payments will be accordance with the timetable noted below:

<b>Deliverables/Output</b>	<b>Estimated number of working days</b>	<b>Completion Deadline</b>	<b>Review and Approvals Required</b>
<b>1<sup>st</sup> Payment will be made upon submission of following outputs:</b> <ol style="list-style-type: none"> <li>1. Report on analysis of demand and supply of conservation funding (gap assessment).</li> <li>2. Draft report on inventory of state and non-state funding mechanisms for domestic and international funding sources.</li> <li>3. Minutes of relevant meeting/workshops.</li> </ol>	30 days	August 2016	Head of Sub Directorate of Forestry and Water Resources, Bappenas and UNDP Technical Officer for NRM.
<b>2<sup>nd</sup> Payment will be made upon submission of following outputs:</b> <ol style="list-style-type: none"> <li>1. Report on inventory of state and non-state funding mechanisms for domestic and international funding sources.</li> <li>2. Report study on existing regulations and need analysis to create enable conditions for alternative biodiversity funding mechanism in Indonesia.</li> <li>3. Compilation of alternative potential funding sources outside the State Budget (non-APBN).</li> <li>4. Minutes of relevant meeting/workshops.</li> </ol>	30 days	September 2016	
<b>3<sup>rd</sup> payment will be made upon submission of following outputs:</b> <ol style="list-style-type: none"> <li>1. Report on analysis of the alternative (recommendation) funding mechanism priority to be implemented at the national and field/site level.</li> <li>2. A roadmap for the development of alternative funding for conservation.</li> </ol>	30 Days	Oct 2016	
<b>Final Payment will be made upon submission of the following outputs:</b> <ol style="list-style-type: none"> <li>1. Report on socialization of blueprint in five major islands (region) in Indonesia, summarizing inputs and feedback from stakeholders.</li> <li>2. Draft blueprint of alternative biodiversity funding (non-State Budget/non-APBN) and resource mobilization plan for biodiversity conservation and strengthening PA management.</li> <li>3. Recommendation for policy improvement to support investment in PA areas.</li> </ol>	10 days	Dec 2016	

### III. WORKING ARRANGEMENTS

The Biodiversity Financing and Environmental Law expert will be part of EPASS project technical consultant team. S/he will work closely with Directorate of Forestry and Water Resources Conservation, Bappenas and project team in delivering the expected outputs. Further, the expert will provide regular update on agreed schedule to National Project Director and UNDP. The expert will be home based but will attend relevant meeting as well as conduct field visit to the project sites on agreed travel plan.

#### Travel Plan

Below is an indicative travel plan for the duration of the assignment. The expert will be required to travel to the below indicated destinations and include the relevant costs into the proposal. There may be also unforeseen travel that will be come up during the execution of the contract which will be agreed on ad-hoc basis.

No	Destination	Frequency	Duration/days
1	Bogor	6 times	12 days
2	Manado, North Sulawesi	2 times	8 days
3	Palu, Central Sulawesi	1 time	4 days
4	Kotamubago, North Sulawesi	1 time	5 days

### IV. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

#### Academic Qualifications and experience:

At least Master's degree in public finance, economic, regional development and environmental studies

#### Years of Experience:

- Minimum of 8 years of working experience in financing and/or environmental sector.
- Good knowledge on biodiversity management issue would be an advantage.
- Strong understanding on government financial mechanism.
- Experience in developing policy products.

#### Competencies and special skills requirement:

- Strong analytical and presentation skills.
- Excellent oral and written communication skills in Bahasa Indonesia and English.
- Ability to work in a multicultural environment and limited supervision.
- Ability in managing international funded projects.
- Knowledge on national development priority targets and UN conventions.
- Ability to work in international level and or the international organization would be an asset

### V. EVALUATION METHOD AND CRITERIA

Individual consultants will be evaluated based on Cumulative Analysis. Based on this methodology, the award of the contract should be made to the individual consultant whose offer has been evaluated and determined as:

- a) Responsive/compliant/acceptable (fully meet ToR requirement), and
- b) Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation:

\* Technical Criteria weight (70%)

\* Financial Criteria weight (30%)

Only candidates obtaining a minimum of 70 points would be considered for the Financial Evaluation.

<b>Criteria</b>	<b>Weight</b>	<b>Maximum Point</b>
<u>Technical</u>		40
<ul style="list-style-type: none"> <li>• <i>Criteria A: qualification requirements as per TOR:</i> <ol style="list-style-type: none"> <li>1. <i>Master degree in Public Finance, Economic, Regional Development and Environmental Studies.</i></li> <li>2. <i>Eight years experience in the Financing and/or Environmental Sector</i></li> <li>3. <i>Strong Understanding on Government financial mechanism</i></li> <li>4. <i>Experience in developing Policy products</i></li> <li>5. <i>Excellent technical writing skills both in Bahasa Indonesia and English (with submission of related articles/publications or links as evidence)</i></li> </ol> </li> </ul>	40%	5 15  10 5 5
<ul style="list-style-type: none"> <li>• <i>Criteria B: Brief Description of Approach to Assignment</i></li> </ul>	60%	60