

Terms of Reference for a consultant to provide technical assistance to develop a guidance note on Innovative Financing for Ecosystems Based Adaptation

Request for: Consultant ☒ Individual contractor ☐

Organizational Unit: UNEP South Africa Office.

POSITION TITLE : **Technical assistance to develop a guidance note on Innovative Financing for Ecosystems Based Adaptation**
ORGANIZATION : **United Nations Environment Programme**
TYPE OF CONTRACT : **Consultant**
DUTY STATION : **Home based, may include in-country travel**
TITLE OF SUPERVISOR : **Head, UNEP South Africa office**
PROPOSE PERIOD : **20 July 2020 – 01 December 2020**
ACTUAL WORK TIME : **3 months over 8 Months**
DEADLINE FOR SUBMISSION : **14 July 2020**

1. INTRODUCTION AND BACKGROUND

United Nations Environment Programme (UNEP) is responsible for leading and coordinating action on environment matters within the UN system. Within its mandate, UNEP aims to promote environmental sustainability while contributing to a balanced integration of the economic, social and environmental dimensions of sustainable development. UNEP, with support from the Government of Flanders and in close collaboration with the South African National Department of Environment, Forestry and Fisheries (DEFF), is implementing a project that seeks to “**Increase Resilience and Reduce Vulnerabilities of rural communities to the Effects of Climate Change: Promoting Ecosystem Based Adaptation (EbA) in South Africa**”. With adaptation efforts taking place in unequal power contexts, the project aims to address vulnerabilities to climate change impacts by integrating critical gender and human rights considerations into all aspects of EbA to meet the priorities and needs of all community members.

The aim of the project is to increase resilience and reduce vulnerabilities to the effects of climate change on communities in rural areas. The objectives are to support the mainstreaming of EBA within South Africa’s climate change response strategy and strengthening capacity for evidence-based policy and decision making in climate change adaptation.

Although EbA mapping has been carried out with identification of hotspots by DFFE, the different streams of EbA financing are not yet established. It is crucial that the EBA financing mechanisms mapping process takes into consideration the different ways in which men and women are affected by and respond to climate change, as well as their access to finance. The results of the mapping exercise will be packaged into a guidance tool for targeted stakeholders as well as a summary report on incentives and strategies for innovative sustainable EbA finance.

2. PURPOSE OF THE CONSULTANCY

The purpose of the consultancy is to provide technical assistance to develop a guidance note, related workshop and consultation reports for EbA innovative financing incentives and strategies. Ultimate results of the consultants: Business cases, finance streams, small grants facility and a special funding programme targeting women and small-scale initiatives and a guidance note for innovative financing in EbA.

3. DUTIES AND RESPONSIBILITIES OF THE CONSULTANT

The Consultant will work in collaboration with the EbA project team and under the direction and supervision of the Head of UNEP office in South Africa. The Consultant will be required to undertake the following specific tasks:

- Identify business cases with 3 priorities defining in detail the motivation and justification for EbA. This should provide an analysis of opportunities, benefits, expected costs, a gap analysis and the expected risks;
- Map finance streams for EbA. This would include analysis of different finance options and reaching out to 10 finance providers;
- Design of a small-scale grants facility and a special funding programme targeting women and small scale initiatives;
- Facilitate 2 further workshops with the relevant stakeholders to focus on the detailed aspects of this work and share information with the community of practice. Provide technical advice and support to participants during the workshops;
- Develop 3 case studies on EbA finance, including gender perspective. This includes reviewing of existing case studies and best practices in EbA financing for documenting;
- Develop and finalise the innovative financing guidance note, incorporating gender perspectives. This includes, analysis of the findings from the workshop series; consolidation of finance streams and business cases, and case studies. The guidance note would provide practical guidance for policy makers, practitioners, and finance providers in relation to financing EbA projects;
- Convene the finance and investment roundtable at the national EbA symposium. The roundtable will bring together different stakeholders including policy makers, practitioners, finance providers with an equal number between of men and women. It may also be an opportunity to launch the guidance note and related knowledge products.

4. OUTPUTS/EXPECTED DELIVERABLES

Deliverable no.	Type of deliverable	Expected deliverable date	Conditions for approval
1:	A report on business cases with 3 priorities defining in detail the motivation and justification for EbA submitted.	4 weeks upon signing the contract	Approval by UNEP
2:	A report on finance streams for EbA submitted.	8 weeks upon signing the contract	Approval by UNEP
3:	Report on 2 consultations submitted and shared with the community of practice.	As per meetings/ workshops held	Approval by UNEP
4:	A small grants facility and a special funding programme targeting women and small-scale initiatives developed and submitted.	Approximately 3 months upon signing	Approval by UNEP

5:	3 case studies on EbA finance, including gender perspective submitted and shared with stakeholders.	Approximately 4 months upon signing the contract	Approval by UNEP
6:	EbA innovative financing guidance note finalized, submitted and presented to policy makers, practitioners and finance providers	1 month before end of contract	Approval by UNEP

5. REPORTING ARRANGEMENTS

The UNEP will contract the Consultant to undertake the assignment as described in this Terms of Reference. The Consultant will report duly to the Head of UNEP South Africa. All deliverables submitted by the Consultant should be approved by the Head, UNEP Africa before any payment is made.

6. DUTY STATION

The Consultant will be homebased.

7. DURATION OF THE CONTRACT

3 months over 8 months

8. PAYMENT MODALITIES

The consultant shall be paid the consultancy fees as structured below.

30% after completion, submission of acceptance of Deliverables 1 and 2;
30% after completion, submission of acceptance of Deliverable 3 and 4.
40% completion, submission of acceptance of Deliverable 5 and 6.

9. EVALUATION CRITERIA

Technical Criteria - 70% of total evaluation – max. 70 points:

- **Criteria A** – Relevant education background (10)
- **Criteria B** – Experience in the identification and development of small grants facilities and special funding programmes and small-scale funding initiatives related particularly to climate change adaptation projects (15)
- **Criteria C** – Project Management (10)
- **Criteria D** – Experience and knowledge of South Africa's climate change adaptation policies and frameworks especially related to Ecosystems based Adaptation and Nature based solutions;(15)
- **Criteria E** – Experience in identifying and mapping business cases and finance streams for innovative financing in nature based solutions and related activities in developing countries; (15)
- **Criteria F** – Previous work experience with UN, and/or government departments (5)

Financial Criteria - 30% of total evaluation – max. 30 points

10. TRAVEL

The contract may require the consultant to travel and/or carry out remote/virtual meetings via Microsoft Teams or other software, subject to Government of South Africa travel restrictions or advisories per Covid-19.

11. Required Skills and Experience

The Consultant should possess skills and experience including, but not limited to:

Education:

- Minimum or Master's degree in Natural Science, management, business administration, project management, monitoring and evaluation or any other related discipline.

Experience:

- Minimum 10 years of professional experience in the field of natural resources management, green economy, i.e. with projects and policies on natural resources and /or in climate/ ecosystems finance.
- Preference will be given to a national consultant with experience in the identification and development of small grants facility and special funding programme and small-scale initiatives related particularly to climate change adaptation projects;
- Experience and knowledge of South Africa's climate change adaptation policies and frameworks especially related to Ecosystems based Adaptation and Nature based solutions;
- Experience in identifying and mapping business cases and finance streams for innovative financing in nature-based solutions and related activities in developing countries;
- Experience working with international organizations, including UN Environment and is preferred;
- Have experience in applying innovative approaches using such as graphics, charts etc. to summarize key content.

Competencies:

- Demonstrates integrity by modelling the UN's values and ethical standards;
- Ability to establish and maintain good working relations with colleagues in multi-cultural environments;
- Fulfills all obligations to gender sensitivity and zero tolerance for sexual harassment;
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;
- Excellent written communication skills, with analytic capacity and ability to synthesize relevant reports and findings for the preparation of the EbA innovative financing guidance note;

Language:

- English and French are the working languages of the United Nations Secretariat. Fluency in English is required for this position.

Interested candidates may send their Cover Letter **with a proposed LUMP SUM INDICATING A daily PROFESSIONAL fee**, Curriculum Vitae and completed P11 Form with the Subject line **"Consultant: Technical assistance and develop a guidance note on Innovative Financing in Ecosystems Based Adaptation to:**

procurement.za@undp.org

(incomplete applications will not be considered)

For technical queries, please send email to procurement.enquiries.za@undp.org

Correspondence will be limited to shortlisted candidates only.

UNEP reserves the right not to make an appointment.

Deadline for submission is 14 July 2020.