



TERMS OF REFERENCE FOR INDIVIDUAL CONTRACT

POST TITLE	GEF Tracking Tools and Financial Scorecard Update Consultant
AGENCY/PROJECT NAME	Strengthening Capacity and Incentives for Wildlife Conservation in the Western Forest Complex, UNDP Thailand
COUNTRY OF ASSIGNMENT	Thailand
DUTY STATION	Home-based

1) GENERAL BACKGROUND

As of one of Thailand's most important biodiversity areas, the Huai Kha Khaeng-Thung Yai Naresuan (HKK-TY) World Heritage Site (WHS) consists of three contiguous protected areas - the Huai Kha Khaeng (HKK) Wildlife Sanctuary (HKK); the Thung Yai Naresuan East (TYE) Wildlife Sanctuary; and the Thung Yai Naresuan West (TYW) Wildlife Sanctuary. This Protected Area is considered by the Government of Thailand (GoT) as a critical tiger conservation landscape in Thailand.

The most significant threats to tigers survival in and around the Huay Kha Kaeng – Tung Yai Naresuan World Heritage Site (HKK-TYN WHS) includes: i) habitat degradation and fragmentation; ii) poaching of the prey that tigers depend on; and iii) poaching of the tigers themselves. These threats are further exacerbated by limited capacity and insufficient resources to effectively plan and administer the wildlife sanctuaries, and limited working relationship with enclave and buffer communities.

The long-term solution sought by the Government of Thailand for the HKK-TYN WHS is characterised by: (i) legally secure and effectively demarcated Wildlife Sanctuaries that are configured to ensure that forest habitats and forest species can persist in the wild; (ii) a mandated and fully accountable management institution that is responsible for the efficient and cost-effective management of these Wildlife Sanctuaries; (iii) individual Wildlife Sanctuaries that are sufficiently staffed, adequately resourced and sustainably funded to achieve their defined management objectives; and (iv) villages located in and around the Wildlife Sanctuaries in which communities are able to live in harmony with, and can sustainably utilise, the unique natural resources of the area.

The Strengthening Capacity and Incentives for Wildlife Conservation in the Western Forest Complex Project is financially supported by the Global Environment Facility (GEF). The project objective is to improve management effectiveness and sustainable financing for Huai Kha Khaeng-Thung Yai Naresuan (HKK-TYN) World Heritage Site. It will also develop and implement mechanisms to incentivise surrounding communities living in an around the HKK-TY to better protect the biodiversity of the World Heritage Site and to adopt more sustainable land use and creative management practises in the adjacent buffer areas.

The core project site is the Huai Kha Khaeng-Thung Yai Naresuan World Heritage Site (HKK-TYN WHS). The WHS is comprised of the Huai Kha Khaeng Wildlife Sanctuary (HKK) and two adjoining Wildlife Sanctuaries - Thung Yai Naresuan East (TYE) and Thung Yai Naresuan West (TYW). There are 14 formally recognised enclave villages located within the TYW (7 villages) and TYE (7 villages). These enclave villages, and the 29 villages in a 5km buffer zone to the east of HKK, will be the focus of complementary project interventions.

Project activities in the core area will be directed towards strengthening and scaling up existing best-practice management activities, and developing and testing innovative approaches to enforcement and compliance, in the HKK-TYN WHS. It will strive to reduce the direct threats to tigers and prey, improve effectiveness of wildlife sanctuary management, and enhance the use of data and information to support key management decision-making.

The project has been organized into three components, and will be implemented over a period of five years (2015-2019).

The first Component of the project is directed towards strengthening and scaling up existing best-practice management activities, and developing and testing innovative approaches to enforcement and compliance, in the HKK-TYN WHS. It will strive to reduce the direct threats to tigers and prey, improve effectiveness of wildlife sanctuary management, and enhance the use of data and information to support key management decision-making.

The second Component of the project is focused on linking sustainable livelihood development in the enclave and buffer zone villages with specific conservation outcomes, and improving economic links between the buffer zone and enclave villages and the Wildlife Sanctuary. It will seek to achieve these linkages by promoting incentives (including technical support and grant funding for sustainable livelihoods initiatives, ecotourism development and piloting a Wildlife Premium financing) for community-based sustainable forest management, environmentally-friendly agricultural practices, nature-based tourism and education and improved wildlife and habitat protection.

The Third Component of the project is directed towards raising the awareness in communities living in and around the WHS of the need to conserve, and the importance of protecting, the forest landscapes and associated wildlife. With the iterative recognition in these communities of the intrinsic value of the forest habitats and wildlife, work under this component will assist in strengthening the representation of the buffer and enclave communities in each of the Wildlife Sanctuary's Protected Area Committees (PACs). With improved community-based representation on the protected area governance, the project will assist in building the

capacity (information, knowledge, skill) of each of the community representatives to assure a constructive and meaningful contribution to the co-management of the wildlife sanctuaries.

The total GEF-supported funding for this project is US\$7,339,450, with the co-financing of US\$24,234,427 from the Thai counterparts.

The project implementation is led by the Department of National Parks Wildlife and Plants (DNP) and other key agencies including NGOs, in collaboration with UNDP.

2) OBJECTIVES OF THE ASSIGNMENT

To update the GEF's tracking tools (Climate Change, Biodiversity (BD SO1), and Sustainable Forest Management), Financial Scorecard, and UNDP Capacity Development Scorecard as well as finalizing the results frameworks changes.

3) SCOPE OF WORK

The Consultant will work in close coordination with the Project Manager, DNP, UNDP Programme Specialist of the Inclusive Green Growth and Sustainable Development Unit and UNDP-GEF Regional Technical Advisor of the project at UNDP Bangkok Regional Hub, focusing on the followings:

-) Get briefing on GEF Tracking Tools, Financial Scorecard, and UNDP Capacity Development Scorecard from Project Manager and Programme Team of UNDP Thailand, as well as the Regional Technical Advisor of the Project at UNDP Bangkok Regional Hub;
-) In consultation with DNP and the Project Manager, update GEF's tracking tools (Climate Change, Biodiversity – BD SO 1, and Sustainable Forest Management) of 3 project target sites namely: i) the Huai Kha Khang (HKK) Wildlife Sanctuary (HKK), (ii) the Thung Yai Naresuan East (TYE) Wildlife Sanctuary, and (iii) the Thung Yai Naresuan West (TYW) Wildlife Sanctuary;
-) In consultation with DNP and the Project Manager, facilitate and update the Financial Scorecard at the Departmental level, against the baseline and the Mid-Term provided from the “Catalysing Sustainability of Thailand’s Protected Areas System (CATSPA)” at end of project in 2019. The Financial Scorecard is part of the Biodiversity Tracking Tool for Protected Areas (BD-SO1);
-) In consultation with DNP and the Project Manager, facilitate the self-assessment exercise of the UNDP Capacity Development Scorecard to assess/validate the progress at midterm point;
-) Collect data against indicators and finalize the results framework changes.

Please refer to Annexes to this TOR for the reference documents (Tracking Tools, Financial Scorecard, and UNDP Capacity Assessment Scorecard).

4) DURATION OF THE ASSIGNMENT, DUTY STATION AND EXPECTED PLACES OF TRAVEL

The national consultant will work on a part-time basis for a maximum of 15 working days, covering the period from 21 September until 10 November 2020.

Duty station: Home-based with no travel

5) DELIVERABLES

The Final Products include:

- 1) Updated Tracking Tools (Climate Change, Biodiversity, and Sustainable Forest Management)
- 2) Updated Financial Scorecard
- 3) Updated Capacity Assessment Scorecard
- 4) Finalization of the project's results framework changes

6) PROVISION OF MONITORING AND PROGRESS CONTROLS

The Consultant will report to the Programme Specialist of the Inclusive Green Growth and Sustainable Development Unit, UNDP Thailand and Regional Technical Advisor, UNDP Bangkok Regional Hub. S/he will work closely with the Project Manager and DNP.

7) DEGREE OF EXPERTISE AND QUALIFICATIONS

The Consultant should possess the following expertise and qualifications:

Qualifications:

- J Advanced university degree in environment science, economics, forestry, development studies, and/or related fields;
- J At least 5 years of research, analysis and development experiences in the field of biodiversity management, environmental economics;
- J Good working record in monitoring and evaluation of development projects/programmes;
- J Experiences working with projects with multi-stakeholders, including government agencies, private sector, CSOs, local communities and international organizations;
- J Experiences in working on GEF Tracking Tools, Financial Scorecard, and/or UNDP Capacity Assessment's Scorecard is an asset.
- J Experience in developing and managing UNDP/GEF projects is an asset;
- J Background in Tiger Project(s) is an advantage;
- J Excellent written and oral communication skills;
- J Fluency in English and Thai required, gender and culture sensitive.

Competencies:

- J Consistently approaches to work with energy and a positive and constructive attitude.
- J Good communication skill both in writing and oral;
- J Proven ability to persuade and influence others to cooperate;
- J Ability to work under pressure and time constraint.

8) REVIEW TIME REQUIRED

Ten (10) working days after submission of each output milestone for review/approval of deliverables to authorising payments.

9) CONSULTANT PRESENCE REQUIRED ON DUTY STATION/ UNDP PREMISES

X NONE PARTIAL INTERMITTENT FULL-TIME

IF FULL TIME – PLEASE ADD BELOW FOR JUSTIFICATION

N/A

10) PAYMENT TERMS

Please indicate any special payment terms for the contract.

X Lump sum

Consultant must send a financial proposal based on Lump Sum Amount. The total amount quoted shall be all-inclusive and include all costs components required to perform the deliverables identified in the TOR, including professional fee, and any other applicable cost to be incurred by the IC in completing the assignment. The contract price will be fixed daily rate price regardless of extension of the herein specified duration. Payments will be done based on monthly approved.

In general, UNDP shall not accept travel costs exceeding those of an economy class ticket. Should the IC wish to travel on a higher class he/she should do so using their own resources.

In the event of travels outside of his/her home station, payment of travel costs including tickets, lodging and terminal expenses should be agreed upon, between the respective business unit and the Individual Consultant, prior to travel and will be reimbursed.

Travel costs shall be reimbursed at actual but not exceeding the quotation from UNDP approved travel agent. The provided living allowance will not be exceeding UNDP Daily Subsistence Allowance (DSA) rates. Repatriation travel cost from home to duty station in Bangkok and return shall not be covered by UNDP.

Payment will be made after satisfactory acceptance and certification of the deliverables and in accordance with UNDP procedures as per below percentages:

Number	Deliverables	Report Submission Timeframe	Percentage of Payments
1	Work Plan as agreed with the Project Manager, DNP, and UNDP Thailand	30 September 2020	20%
2	Draft updated Tracking Tools, Financial Scorecard, UNDP Capacity Development Scorecard, and finalization of results framework changes	23 October 2020	50%
3	Final version of Tracking Tools, Financial Scorecard, UNDP Capacity Development Scorecard, and finalization of results framework changes as approved by UNDP Thailand, and UNDP Bangkok Regional Hub/ HQ	5 November 2020	30%

11) APPLICATION SHOULD INCLUDE:

Interested candidates must submit the following documents/information to demonstrate their qualification. Please group them into one (1) single PDF document as follows:

- J) Personal CV, indicating all past experience from similar projects, as well as contact details (email and telephone) of the Candidate, and at least three (3) professional references;
- J) Letter of Confirmation of Interest and Availability and financial proposal, using the template provided that indicates the daily rate/fee of the candidate with expenses in Thai Baht;

12) EVALUATION CRITERIA:

Only those applications which are responsive and compliant will be evaluated. Offers will be evaluated according to the Combined Scoring method – where the educational background and experience on similar assignments will be weighted at 70% and the price proposal will weigh as 30% of the total scoring.

Criteria for Selection:

Criteria	Max. Point
<p>Technical</p> <ul style="list-style-type: none"> <li data-bbox="305 331 1079 367">) Relevance of Education/Degree (10 point) <li data-bbox="305 373 1079 485">) Years of relevant experience in research and development in the field of biodiversity management, environmental research and development (20 points) <li data-bbox="305 491 1079 562">) Proven experience in monitoring and evaluation of development projects/ programmes (20 points) <li data-bbox="305 569 1079 716">) Proven experience in working with projects with multi-stakeholders, including government agencies, private sector, CSOs, local communities and international organizations (15 points) <li data-bbox="305 722 1079 833">) Experiences in working on GEF Tracking Tools, Financial Scorecard, and/or UNDP Capacity Assessment's Scorecard (5 points) 	70
Financial	30
Total	100

13) ANNEXES:

- a) Climate Change Tracking Tool
- b) Biodiversity Tracking Tool
- c) Financial Scorecard (from CATSPA Project)
- d) Sustainable Forest Management Scorecard
- e) Project Document and UNDP Capacity Development Scorecard (PART VI)