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## **TERMS OF REFERENCE** **FOR INDIVIDUAL CONTRACT**

**POST TITLE:** iCCBA Pilot Project Consultant – Uthai Thani

**AGENCY/PROJECT NAME:** UNDP Thailand/NDC Support Project: Delivering Sustainability through Climate Finance Actions in Thailand# (NDC Support)

**COUNTRY OF ASSIGNMENT:** Home-based with possible travel within Thailand

### **A. Project Title**

NDC Support Project: Delivering Sustainability through Climate Finance Actions in Thailand (NDC Support)

### **B. Project Description**

According to the Germanwatch Global Climate Risk Index 2017, Thailand is in the top 10 countries in the world leading the long-term climate risk ranking (1996-2015). In light of the current and projected trends, the country is vulnerable to a series of climate change impacts, particularly increasing droughts and floods, and has experienced several extreme climatic events in the recent past. From national projections (BUR, 2015), the risk of severe flooding and drought are expected to rise due to increase rainfalls in high precipitation areas while arid lands would see a decrease in precipitation levels.

Thailand has taken proactive steps on climate change. In December 2014, Thailand submitted its# Nationally Appropriate Mitigation Action (NAMA) plan to the UNFCCC. Thailand's NAMA proposes# policies and actions in the energy and transportation sectors to reduce emissions between 7 to 20# percent below business as usual compared in 2020. Proposed specific measures focus upon: (1)# development of renewable and alternative energy sources; (2) energy efficiency improvement in# industries, buildings, transportation and power generation; (3) bio-fuels in transport and (4)# environmentally sustainable transport system. Ahead of COP21 in 2015 in Paris, Thailand submitted# ambitious Intended Nationally Determined Contribution (iNDC) targets of reducing its GHG emissions# by 20 percent compared to business-as-usual (BAU) level by 2030, prioritized multiple fronts in its# adaptation efforts, and up to 25 percent emission reduction by 2030 subject to adequate and enhanced# access to technology development and transfer, financial resources and capacity building support# through a balanced and ambitious global agreement under the UNFCCC. Thailand's Nationally# Determined Contribution (NDC) Roadmap on Mitigation 2021-2030 was developed through a national# stakeholder engagement process and endorsed by the Cabinet on 23 April 2017, focusing on effective# emission reduction in energy and transport, waste management, and industrial processes and product# use (IPPU) sectors.

To advance the shift to a low-carbon economy and climate resilience development pathway, the Thai# government has established a number of strategies, policies and plans, institutional structures and legal# frameworks, while continuing to further develop climate resilience instruments. Thailand's national# strategies to address climate change include the 20-Year National Strategy (2017-2036) and the 12<sup>th</sup># National Economic and Social Development Plan (2017-2021). Developed in accordance with the 20-year# national strategy, the 12<sup>th</sup> NESDP acknowledges climate change and its impacts on the country's# socioeconomic# development by addressing climate-related issues in key development sectors, including#

agriculture, energy, industries, and SMEs. Among the national development goals are to improve efficiency for climate change mitigation and adaptation, as well as to enhance climate-related disaster management and disaster risk reduction effectiveness.

In line with the national development strategies, Thailand Climate Change Master Plan (TCCMP) 2015-2050 is the country's first comprehensive, long-term strategic framework to address climate change. The TCCMP sets out Thailand's vision for a low carbon climate resilient development pathway along the lines of the country's economic and socio-cultural contexts as well as sufficiency economy philosophy and sustainable development agenda. It contains an analysis of mitigation and adaptation options and recommended policy and institutional framework, as well as defines the next steps for climate change resilience strengthening, knowledge management and capacity development, technology requirements, and financial mechanisms engaging financial and private sectors.

Thailand has given a great importance in respect of human dignity, particularly in promoting gender equality. The country has ratified the Convention on the Elimination of All Forms of Discrimination against Women (CEDAW) in 1985 and its Optional Protocol in 2000; endorsed the 1995 Beijing Declaration and Platform for Action (BPFA); as well as committed to addressing gender inequality as targeted in the Millennium Development Goals (MDGs) and the Sustainable Development Goals (SDGs). In addition, Thailand has complied with the requirements and obligations under international human rights law and instruments on gender equality to which the country is a signatory.

Thailand's Gender Equality Act came into effect on 9 September 2015, preventing discrimination on the basis of gender and being inclusive of Lesbian, Gay, Bisexual, Transgender and Intersex (LGBTI) people. The Act establishes a financial mechanism, the Gender Equality Promotion Fund, which comprises a contribution from the national budget, for promotion of gender equality as prescribed in the Act. The Section 71 of Thailand's current Constitution, which was promulgated on 6 April 2017, introduces specific Gender Responsive Budget (GRB) related provision in the context of equality or non-discrimination. The 12<sup>th</sup> NESDP integrated population dynamics, gender equality, and sexual and reproductive health and rights issues. Furthermore, the Thai government and non-governmental organizations have put more effort to addressing gender inequality in the economy by using many policies and programmes such as providing more education, training workers, as well as enhancing employment opportunities for women.

Climate change widely affects human, natural resources and all development sectors in society. Moreover, poverty and gender inequality further challenge impacts of climate change. Drought, floods, extreme weather, increased incidence of disease, and growing food and water insecurity, these climate change impacts disproportionately affect the poor and powerless, the majority of whom are women. According to UNDP's recent study, only 40 percent of NDCs submitted during the period of the study (as of April 2016) made reference to gender equality and women's empowerment. At COP23 in Bonn, the COP23 Presidency announced the States Parties had finalized the first-ever Gender Action Plan, which aims to increase the participation of women in all UNFCCC processes and in national NDC implementation. To realize the imperative of inclusive development, the roles of women in climate change adaptation and mitigation need to be fully recognized and comprehensively integrated into NDC planning and implementation. Whereas gender equality legislations and policies in Thailand have become increasingly evident in recent years, according to the UNDP study, Thailand was not part of the countries with NDC recognized and/or integrated gender equality. There is an important gap in view of understanding and acting upon the gender dimensions of mitigation and adaptation particularly in Thailand's NDC planning and implementation.

### **C. Objective of the Assignment**

The objective of the assignment is to conduct action research on climate change impact analysis in selected target communities in Uthai Thani province. The aim is to assess the socioeconomic dimensions of climate change impacts (e.g. sex, age, education, health, livelihood, and employment) and develop participatory climate budget formulation at the community level through participatory research and multi-stakeholder engagement. Evidence-based data from the study will be used to inform climate

change planning and budgeting by relevant government agencies and/or local administrative bodies. The action research and data collection process, if effective, will serve as a model for generating disaggregated data and multi-stakeholder collaboration for integrating gender-responsive and socially inclusive climate change budget analysis (iCCBA) into budget formulation process in Thailand.

## D. Scope of Work

With overall supervision from the Project Manager and in consultation with UNDP team of advisors, the consultant will support the mainstreaming of climate change with gender and social inclusion into national public financial management systems and processes, increasingly resulting in gender-responsive and socially inclusive climate change investments in selected line ministries. The consultant will:

- Review the national analysis (draft) report, “Social dimension of climate change impacts in Thailand: Analysis of risks, policy, planning and finance”, and available climate change-related studies, policies and plans relevant to the target area(s), in particular to health, agricultural and livelihoods. The review should be conducted with a social and gender lens.
- Review the reports of iCCBA’s Data Collection and Analysis Consultant, and organize secondary socio-economic data to form a disaggregated baseline data set for the population in the target area(s) for climate vulnerability and impact analysis.
- Design action research (under the guidance of UNDP advisors and implementing government agencies) to assess two tasks for a social impact of climate change:
  - (1) assess a social impact of climate change on social dimension include women, youth, socially disadvantaged groups, etc. and how response/adaptation measures are developed at the community level;
  - (2) assess the contribution to the mitigation of climate change of different socio-economic groups in the community using the participatory methodology in quantitative and qualitative data collection that involves community engagement and multi-stakeholder collaboration.
- Work with implementing government agencies to organize at least 3 consultative meetings and workshops in the target community:
  - (1) to identify key priority climate risks and its impact in the community with participation from different stakeholders, including women, youth, and socially disadvantaged or vulnerable groups;
  - (2) to assess the contribution to the mitigation of climate change of different socio-economic groups in the community;
  - (3) to design a climate project for the community based on evidence collected and formulate climate budget, using a participatory approach;
  - (4) to identify lessons learned (e.g. gaps, opportunities, and key challenges) in integrating gender and social inclusion into local climate action planning and budget formulation for respective government ministries and agencies.

## E. Expected Outputs and Deliverables

All the outputs/deliverables as stipulated in the table below needs to be reviewed and certified by the Project Manager at UNDP prior to the payment is released.

No	Deliverables/ Outputs	Target Due Dates	Review and Approvals Required
1	Assignment research design and work plan	25 October 2020	Thailand Country Office/Project Manager
2	(1) Summary report on a database of secondary data to be used as a baseline for climate change vulnerability and impact analysis in the target area(s)	15 November 2020	

	(2) Design of participatory consultative meetings and training workshops conducted in the target area(s), and documentation of each activity		
3	Brief progress report on consultative meetings and workshops after at least 2 meetings or workshops	30 November 2020	
4	Final report on the social and gender dimensions of climate change impacts in the target area(s), specifying gaps, opportunities, challenges, and recommendations for effective and inclusive climate action planning and budgeting	31 December 2020	

## F. Institutional Arrangement

The iCCBA pilot project consultant will work under the supervision of the Project Manager and in close consultation and collaboration with the Technical Gender Advisor, Technical Tech Climate Finance Advisor, and with other team members of UNDP Thailand and GCCF-BRH.

## G. Duration of the Work

This assignment is anticipated to take place between 20 October 2020 and 31 December 2020 (for 40 working days)

## H. Duty Station

This assignment will be home-based with possible travel within Thailand.

For any travel assign by UNDP, the Consultant shall be responsible for an advance payment of the travel cost. The reimbursement shall be proceeded in accordance with the UNDP procedures upon submission of the mission report. The reimbursed cost based on UNDP' rule and rate, shall be transferred directly into the registered bank account of Consultant under the UNDP vendor system. After the submission of the complete document, the reimbursement process shall be done within 15 working days.

## I. Qualifications of the Successful Individual Contractor

The following are the minimum required qualifications:

### *Education:*

- Master's Degree in Development Studies, Social Science, Economics, Statistics, or another related field.

### *Working Experience:*

- At least 5 years of quantitative and qualitative research design, implementation, analysis and reporting;
- Sound knowledge of the socioeconomic is essential. Knowledge and experience on climate change is a plus (e.g., population livelihood and gender-responsive approaches to climate change adaptation, mitigation, disaster management, natural resource management, and infrastructure programs and projects);
- Excellent analytical and writing skills;
- Excellent organizational and communication skills;
- Ability to work as a part of a team, sharing information and coordinating efforts within the team; and

- Full computer literacy in internet searching and Microsoft Office programmes, i.e., MS-Word, MS-Excel and MS-PowerPoint. Website management experience is an asset.

*Functional competencies:*

- Strong interpersonal skills, communication, coordination and diplomatic skills;
- Openness to change and the ability to receive and integrate feedback;
- Strong analytical, reporting and writing abilities; and
- Excellent speaking and presentation skills.

*Language requirements:*

- Excellent spoken and written Thai and English language skills required.

## **J. Scope of Price Proposal and Schedule of Payments**

The method of payment is an output-based lump-sum scheme. The payments shall be released upon UNDP's satisfaction of the consultant's submission of each deliverable by or before the due dates as agreed with the UNDP Thailand team.

*Payment Schedule:*

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

No	Deliverables/Outputs	Target Due Dates	Payment terms (% of contract value)	Review and Approvals Required
1	Assignment research design and work plan	25 October 2020	10%	Thailand Country Office/Project Manager
2	(1) Summary report on a database of secondary data to be used as a baseline for climate change vulnerability and impact analysis in the target area(s) (2) Design of participatory consultative meetings and training workshops conducted in the target area(s), and documentation of each activity	15 November 2020	30%	
3	Brief progress report on consultative meetings and workshops after at least 2 meetings or workshops	30 November 2020	30%	
4	Final report on the social and gender dimensions of climate change impacts in the target area(s), specifying gaps, opportunities, challenges, and recommendations for effective and inclusive climate action planning and budgeting	31 December 2020	30%	

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 unforeseeable travel not anticipated in this TOR, 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 DSA rates. Repatriation travel cost from home to duty station in Bangkok and return shall not be covered by UNDP.

## **K. Recommended Presentation of Offer**

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

- Personal CV or P11, 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;
- A Financial Proposal that indicates the daily rate/fee of the candidate, in US dollars.

**Incomplete proposals may not be considered.** The shortlisted candidates may be contacted and the successful candidate will be notified.

## **L. Criteria for Selection of the Best Offer**

The criteria which shall serve as the basis for evaluating offers is as follows:

### **Cumulative analysis**

The award of the contract shall be made to the individual consultant whose offer has been evaluated and determined as a) responsive/compliant/acceptable; and b) having received the highest score out of set of weighted technical criteria (70%) and financial criteria (30%). Financial score shall be computed as a ratio of the proposal being evaluated and the lowest priced proposal received by UNDP for the assignment.

### **Technical criteria for evaluation (Maximum 100%)**

- Criteria 1: Educational background - Max 15%
- Criteria 2: Experience in quantitative and qualitative research design, implementation, analysis and reporting; – Max 30%
- Criteria 3: Experience in the socioeconomic field especially on climate change issue – Max 30%
- Criteria 4: Experience working with UNDP or other UN family or an international organization – Max 15%

Only candidates obtaining a minimum of 70 points (70% of the total technical points) would be considered for the Financial Evaluation.

Shortlisted candidates shall be called for an interview which will be used to confirm and/or adjust the technical scores awarded based on documentation submitted.