

Terms of Reference for a National Consultancy for components 1 and 2 on Human Wildlife Conflict in South Africa

Request for: Consultant Individual contractor

Organizational Unit: UNEP South Africa Office.

POSITION TITLE : **Consultant: National Consultancy for components 1 and 2 on Human Wildlife Conflict in South Africa**
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 : **March 2021 – December 2021**
ACTUAL WORK TIME : **10 Months**
DEADLINE FOR SUBMISSION : **28 January 2021**

A. INTRODUCTION AND BACKGROUND

The Government of South Africa has acquired funds from the GEF through UNEP for a project titled: **“Reducing Human Wildlife Conflict through an Evidence-based and Integrated Approach in Southern Africa”**.

This proposed project has received a Project Preparation Grant (PPG) to prepare a Full-Sized Project (FSP) document, based on the approved project proposal concept (PIF). The approved concept has 3 components namely:

- Component 1: Strengthening the Management of Elephants in South Africa
- Component 2: Reduced Human Wildlife Conflict (HWC) in South Africa
- Component 3: Harmonized and coordinated management of elephants and HWC in SADC region

The PPG phase is considered as a preparatory phase and its final output will be a UNEP /GEF project document and GEF CEO Endorsement Request submitted to and approved by UNEP and GEF, with all required supporting information. UNEP is, therefore, seeking the services of a national consultant to provide required information for *Components 1 and 2*, to be used in development of the project document and CEO endorsement request.

B. PURPOSE OF THE CONSULTANCY

Under Component 1, the project will support the Department of Environment, Forestry and Fisheries (DEFF), in further consultations and possible improvements of the draft policy “National Norms and Standards for the Management of Elephants in South Africa” for possible endorsement by Government. In addition, the content of the policy will be unpacked through the development of specific guidelines on the management of wild elephants, escaped and roaming elephants and human-elephant conflict to sensitize both management and affected parties.

Under Component 2, human wildlife conflict will be reduced through policy, technical, capacity building and learning mechanisms in priority elephant areas. This component aims to develop a systemic understanding of the human-wildlife interface and, through appropriate interventions, holistically manage and reduce the impacts emanating from negative human wildlife interactions. Emphasis will be placed on human-elephant conflict. The project will develop evidence-based, integrated models to address the root causes of the problem and develop appropriate interventions. Innovative HWC mitigation strategies will be tested and deployed through expanded extension programmes in partnership with relevant Departments, such as Department of Agriculture, Land Reform and Rural Development and Department of Cooperative Governance and Traditional Affairs, as well as local governance and community structures. These evidence-based approaches would include the development of standardized protocols for collecting and analyzing HWC data to better understand spatial and temporal patterns of HWC incidents, mechanisms for disseminating best practices and lessons learned, and capacity building. Public- private partnerships with local communities to reduce HWC will be expanded in light of elephant dispersal ranges well beyond formal protected areas.

Therefore, the overall aim of this assignment is to provide required information for *Components 1 and 2*, to be used in development of the project document and CEO endorsement request as described in section C below.

Ultimate results of the consultancy	<ul style="list-style-type: none"> • provide background and baseline information on management of elephants and HWC in SADC region • provide a detailed description of activities to be done under Components 1 and 2, and their associated costs according to the project budget in the PIF • provide the indicators, baseline information and targets and assumptions for those indicators
Title of the project:	GLOBAL ENVIRONMENT FACILITY Project Preparation Grant (PPG) of the project titled “Reducing Human Wildlife Conflict through an Evidence-based and Integrated Approach in Southern Africa”.
Identification number of the project:	11227/S1-32GFL-000617/14AC0003 / SB-015507
Source of funds;	extra-budgetary
Budget line to charge:	xxxxx
Indicative level of remuneration	C
The total remuneration payable for this service	\$20,000

C. DUTIES AND RESPONSIBILITIES OF THE CONSULTANT

Under the direction and supervision of the Chief Director: Biodiversity Monitoring and Specialist Services, Department of Environment, Forestry and Fisheries (DEFF), and in close collaboration and consultation with SANParks, the PPG team leader, the SADC region consultant (component 3) and the UNEP GEF Task Manager, the consultant will be required to undertake the following specific tasks:

Tasks

1. Provide a summary of background information and the national context of Management of Elephants Human Wildlife Conflict (HWC) in South Africa (fully referenced and cited).
2. Describe management and institutional frameworks and arrangements for the Management of Elephants Human Wildlife Conflict (HWC) in South Africa.
3. Describe the global environmental problems, root causes and barriers that need to be addressed (systems description) with regard to Management of Elephants Human Wildlife Conflict (HWC) in South Africa.
4. Identify and describe the protected areas and TFCAs that should be targeted under this project.
5. Provide a detailed description of outcomes, outputs and activities to be done under Components 1 and 2 and their associated costs according to the project budget in the PIF.

6. Describe the benefits the proposed activities will bring. These should be global, national, local and they should also be environmental and socio-economic benefits.
7. Describe the innovativeness, sustainability and the potential for scaling up of the proposed activities in 4 above.
8. Describe the baseline scenario and any associated baseline projects. Provide a detailed presentation of baseline projects and initiatives on the Management of Elephants Human Wildlife Conflict (HWC) in South Africa and provide their budgets.
9. Describe the incremental/additional cost reasoning and expected contributions from the baseline, the GEF Funds, and co-financing. Describe what will happen if GEF does not provide the funding to the proposed activities and what will happen if it does.
10. Conduct a stakeholder analysis for the Management of Elephants Human Wildlife Conflict (HWC) in South Africa, including undertaking meetings and/or workshops with affected local communities, TFCA organizations and their members, and national authorities. Prepare a report on the results of the engagement activities. Provide the Stakeholder Engagement Plan for project implementation. In addition, provide a summary on how stakeholders will be consulted in project execution, the means and timing of engagement, how information will be disseminated, and an explanation of any resource requirements throughout the project cycle to ensure proper and meaningful stakeholder engagement.
11. Identify civil society organizations and private sector entities that can participate in the project and describe what roles they will play in the project.
12. With regard to Gender Equality and Women's Empowerment, provide inputs and advice to the Gender and Social Safeguards consultant. Ensure gender considerations are an integral element of component 1 and 2 plans and activities during the PPG phase, and in the project's design for implementation.
13. With regard to Institutional Arrangement and Coordination: Work with the project consulting team to describe the institutional arrangement for project implementation. Describe who will do what during project implementation/ execution – explain the roles to be played by each institution/stakeholder.
14. Elaborate on the planned coordination with other relevant GEF-financed projects and other (non-GEF) initiatives in the region.
15. With regard to Consistency with National Priorities: Describe the consistency of the project with regional and national strategies and plans or reports and assessments under relevant conventions, National Development Plans, sector strategies, and others.
16. Risks: Identify and describe risks, including climate change, potential social and environmental risks including COVID19 risks that might prevent the project objectives/activities from being achieved, and, propose mitigation measures to address these risks (a table format is acceptable).
17. Identify potential co-financing partners at national and regional level and the activities they can contribute. Describe how they can be contacted. Contribute to the production of the co-financing plan.
18. Define the results framework with appropriate objective-level and outcome-level quantitative and qualitative SMART indicators, and project targets with special emphasis to management of elephants and HWC in SADC region.
19. Produce the METT for the selected protected areas and/or TFCAs the project will work in.
20. Provide a record of all consultation events/meetings including minutes, meeting/workshop reports and list of participants/attendees. Review and comment on draft PPG materials at the various stages to enable a comprehensive and accurate project proposal.

D. OUTPUTS/EXPECTED DELIVERABLES

Deliverable no.	Type of deliverable	expected deliverable date	Conditions for approval
Deliverable 1:	A detailed methodology and work plan of the assignment	One week upon signing the contract	approved by the UNEP GEF Task Manager, DEFF and the UNEP SA HoA

Deliverable 2:	<ol style="list-style-type: none"> 1. Provide a fully referenced and cited summary of background information and the national context of Management of Elephants Human Wildlife Conflict (HWC) in South Africa. 2. Describe management and institutional frameworks and arrangements for the Management of Elephants Human Wildlife Conflict (HWC) in South Africa. 3. Describe the global environmental problems, root causes and barriers that need to be addressed (systems description) with regard to Management of Elephants Human Wildlife Conflict (HWC) in South Africa 4. Identify and describe the protected areas and TFCAs that should be targeted under this project. 	By 30 March 2021	As above
Deliverable 3:	<ol style="list-style-type: none"> 5. Provide a detailed description of outcomes, outputs and activities to be done under Components 1 and 2 and their associated costs according to the project budget in the PIF. 6. Describe the benefits the proposed activities will bring. These should be global, national, local and they should also be environmental and socio-economic benefits. 7. Describe the innovativeness, sustainability and the potential for scaling up of the proposed activities in 4 above 8. Describe the baseline scenario and any associated baseline projects. Provide a detailed presentation of baseline projects and initiatives on the Management of Elephants Human Wildlife Conflict (HWC) in South Africa and provide their budgets 9. Describe the incremental/additional cost reasoning and expected contributions from the baseline, the GEF Funds, and co-financing. Describe what will happen if GEF does not provide the funding to the proposed activities and what will happen if it does. 	By 30 April 2021	
Deliverable 4:	<ol style="list-style-type: none"> 10. Conduct a stakeholder analysis for the Management of Elephants Human Wildlife Conflict (HWC) in South Africa, including undertaking meetings and/or workshops with affected local communities, TFCA organizations and their members, and national authorities. Prepare a report on the results of the engagement activities. Provide the Stakeholder Engagement Plan for project implementation. In addition, provide a summary on how stakeholders will be consulted in project execution, the means and timing of engagement, how information will be disseminated, and an explanation of any resource requirements throughout the project cycle to ensure proper and meaningful stakeholder engagement. 11. Identify civil society organizations and private sector entities that can participate in the project and describe what roles they will play in the project. 	By 30 May 2021	As above

Deliverable 5:	12. With regard to Gender Equality and Women's Empowerment, provide inputs and advice to the Gender and Social Safeguards consultant. Ensure gender considerations are an integral element of component 1 and 2 plans and activities during the PPG phase, and in the project's design for implementation.	By 30 April 2021	
Deliverable 6:	13. With regard to Institutional Arrangement and Coordination: Work with the project consulting team to describe the institutional arrangement for project implementation. Describe who will do what during project implementation/ execution – explain the roles to be played by each institution/stakeholder. 14. Elaborate on the planned coordination with other relevant GEF-financed projects and other (non-GEF) initiatives in the region. 15. With regard to Consistency with National Priorities: Describe the consistency of the project with regional and national strategies and plans or reports and assessments under relevant conventions, National development Plans, sector strategies, and Others	By 30 June 2021	
Deliverable 7:	16. Risks: Identify and describe risks, including climate change, potential social and environmental risks including COVID19 risks that might prevent the project objectives/activities from being achieved, and, propose mitigation measures to address these risks (a table format is acceptable)	By 30 June 2021	
Deliverable 8:	18. Define the results framework with appropriate objective-level and outcome-level quantitative and qualitative SMART indicators, and project targets with special emphasis to management of elephants and HWC in SADC region 19. Produce the METT for the selected protected areas and/or TFCAs the project will work in.	By 30 July 2021	As above
Deliverable 9:	17. Identify potential co-financing partners at national and regional level and the activities they can contribute. Describe how they can be contacted. Contribute to the production of the co-financing plan. 20. Provide a record of all consultation events/meetings including minutes, meeting/workshop reports and list of participants/attendees, photos, etc. Review and comment on draft PPG materials at the various stages to enable a comprehensive and accurate project proposal.	By 30 May 2021 (to identify co-finance partners) By 30 Oct 2021	As above

E. REPORTING ARRANGEMENTS

The UNEP South Africa office will contract the consultant to undertake the assignment on behalf of the government of South Africa. The consultant will report to the Chief Director: Biodiversity Monitoring and Specialist Services, Department of Environment, Forestry and Fisheries (DEFF), of the government of South Africa. All deliverables submitted by the consultant should be cleared by the international consultants and approved by the Chief Director and the UNEP GEF Task Manager before any payment is made.

F. DUTY STATION

The assignment is home-based.

G. DURATION OF THE CONTRACT

In approximately 10 months of total work throughout the duration of the PPG process (various tasks are expected to be done concurrently), the consultant is expected to have completed the work preferably commencing on March 2021 and ending by 30 December 2021.

H: PAYMENT MODALITIES

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

- i. 20% upon signature of the contract and submission of acceptance of Deliverables 1 and 2
- ii. 40% after completion, submission of acceptance of Deliverables 3, 4 and 5
- iii. 40% after completion, submission of acceptance of Deliverable 6, 7 8 and 9

I: TRAVEL

The assignment will require the consultant to travel. The actual travel costs and arrangements will be made by the UNEP country Office in South Africa.

J: COMPETENCES, REQUIRED SKILLS AND EXPERIENCE

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

- **Criteria A:** Master's degree in a relevant field such as Biology, Natural Sciences, Ecology, Environmental Management, Social Sciences, Biodiversity, Land use Management and Ecosystem services (either with ecological or socio-economic background), Environmental law. (10)
- **Criteria B:** At least 5 years of overall professional experience, with incremental responsibilities, preferably with some experience in the GEF projects design and consultancies (15)
- **Criteria C:** 5 Years knowledge and experience across the range of wildlife management in South Africa. (15)
- **Criteria D:** Specific experience in the biodiversity sector would be an advantage. (15)
- **Criteria E:** Demonstrated track record in the preparation of documents, project proposals, evaluation reports, etc. (10)
- **Criteria F:** Experience working with international organizations, including UN Environment and the GEF is preferred. (5)

J: competences, Required Skills and Experience

Competencies

- Ability to conduct research and analysis and strong synthesis skills;
- Strong team building skills, focuses on impact and result for the assignment and responds positively to critical feedback; consensus-oriented;
- Highly developed inter-personal, negotiation and teamwork skills, networking aptitude;
- Regional and national knowledge is highly desirable;
- Excellent English drafting and communication skills.

Required Skills and Experience

- Knowledge and experience across the range of wildlife management in South Africa:

Education:

- Master's degree in a relevant field such as Biology, Natural Sciences, Ecology, Environmental Management, Social Sciences, Biodiversity, Land use Management and Ecosystem services (either with ecological or socio-economic background), Environmental law.

Experience:

- At least 5 years of overall professional experience, with incremental responsibilities, preferably with some experience in the GEF projects design and consultancies;
- Of which at least 5 years of experience and in-depth knowledge of wildlife management in South Africa
- Specific experience in the biodiversity sector would be an advantage;
- Demonstrated track record in the preparation of documents, project proposals, evaluation reports, etc.

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 daily fee**, a P11 completed form and Curriculum Vitae to the Subject line “**National Consultancy for components 1 and 2 on Human Wildlife Conflict in South Africa**” to:

bid.pretoria@undp.org

(incomplete applications will not be considered)

For technical queries, please contact Cecilia Njenga at cecilia.njenga@un.org

Correspondence will be limited to shortlisted candidates only.

UNEP reserves the right not to make an appointment.

Deadline for submission: 28 January 2021