



TERMS OF REFERENCE FOR INDIVIDUAL CONTRACT

POST TITLE: Technical Consultant – Climate Change Financing Framework

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

Thailand has submitted ambitious Intended Nationally Determined Contribution (NDC) targets for reducing its greenhouse gas (GHG) emissions by 20 percent compared to business-as-usual (BAU) levels by 2030, and up to 25 percent emission reductions by 2030 subject to adequate and enhanced access to technology development and transfer, and financial resources and capacity-building support through the global agreement under the UNFCCC.

Along with the opportunity and momentum created by the Paris Agreement comes the important challenge of transforming Thailand's NDC into tangible actions that lead to long term, zero-carbon and climate-resilient development. As evident in its NDC submission, Thailand will need to be sustained financial, capacity building, and technical support to regularly prepare, implement, and report on national actions under the Paris Agreement, and more specifically against NDC targets, for reducing greenhouse gases.

Under the framework of UNDP's Asia-Pacific regional programme on Strengthening the Governance of Climate Change Finance to Enhance Gender Equality, the NDC Support Project will focus on providing necessary interventions to assist the Thai Government in undertaking public budget reforms that enable a more integrated approach to public investments that enhance NDC implementation and can incorporate multiple dimensions of the Sustainable Development Agenda – in particular climate change, gender equality and poverty.

Under Output 3: Capacities developed to design investment opportunities, address investor risks, and blend and catalyse climate finance, the process to develop Climate Change Financing Framework (CCFF) will be initiated (Output 3.2) to serve as a blueprint for a structured framework that enables a systematic response to climate change by linking policy frameworks with budgeting and ensuring transparent allocations and effective utilization of public resources. CCFF provides a roadmap for the country to integrate climate change into the public financial management system by identifying *entry points* based on legal, institutional and process analysis of country Public Financial Management (PFM) systems. It also helps create a robust monitoring system that can report on the volume and effectiveness of climate change-related expenditures. Thus, developing a CCFF is an effective way to mainstream climate change into the PFM cycle. The whole-of-government approach that underpins CCFF, engages all relevant stakeholders for mobilization, management and targeting of climate finance.

In the Asia-Pacific region, several countries such as Cambodia, Nepal and Pakistan have developed CCFF and implemented it with support from UNDP; Indonesia has developed its mitigation fiscal framework. It is noteworthy that the roadmap for CCFF implementation follows issues of prioritization based upon decisions by the government.

In 2019, as a part of the Advancing Budget Reform Project, a collaborative effort between the Budget Bureau (BB) and the Organisation for Economic Cooperation and Development (OECD), Thailand has completed a budgetary governance review¹ and laid out the gender budgeting action plan². Thailand has been recommended to prepare an estimate of the cost of achieving environmental goals of the SDGs and to programme that cost into the medium-term fiscal framework (MTFF) [page 27, OCED (2020)'s Budgeting in Thailand]. Alongside the initiative of GIZ-ONEP-BB on climate budget coding, CCFF can serve as a comprehensive framework for influencing the budget formulation through policy analysis of the information generated from the CC budget coding and tagging system, also facilitating the RTG in estimating climate financing needs and closing the financing gaps.

C. Objective of the Assignment

The overall objective of the assignment is to provide technical assistance to the Royal Government of Thailand (RTG) in strengthening the integration of climate change finance in the PFM systems of the country. The specific objectives of the assignment are:

1. To assess the level of integration of climate change into the public financial management (PFM) system and determine strategy and entry points for the RTG for climate-responsive planning and budgeting system based on existing policy priorities, needs, and capacities.
2. To present a roadmap for mainstreaming climate change into the planning and budget cycle, following issues of prioritization based upon decisions by the RTG.

D. Scope of Work

With overall supervision from the Project Manager – NDC Support and in consultation with the team of advisors to UNDP Thailand and representatives of the Governance of Climate Change Finance team of UNDP Bangkok Regional Hub (GCCF-BRH), the consultant will provide the technical support to develop a Climate Change Financing Framework for Thailand. The objective will contribute towards achieving the programmatic output of budget processes increasingly formulate gender-responsive climate change-related investments that will have a positive impact on poverty and human rights.

The consultant will undertake the following tasks:

- i. Review the national analysis (draft) report, “Social dimension of climate change impacts in Thailand: Analysis of risks, policy, planning and finance” and the budget cycle, budget guidelines, budget calendar, roles and responsibilities of key stakeholders in those processes.
- ii. Assess the institutional framework for the governance of climate change finance and make recommendations on making it more effective for having a clear impact on carbon emissions, strengthening resilience and reduction of risks to the vulnerable population
- iii. Assess the level of integration of climate change into the public financial management (PFM) system, and propose a comprehensive whole of society approach that can lead to gender-sensitive and socially inclusive climate-responsive planning and budgeting.

¹ https://www.oecd-ilibrary.org/governance/budgeting-in-thailand_819aebb7-en

² https://www.oecd-ilibrary.org/governance/thailand-gender-budgeting-action-plan_6c398fc7-en

- iv. Review in consultation with the Budget Bureau the relevant planning processes and templates for the integration of gender-responsive and socially inclusive climate change criteria for the approval of projects.
- v. Make recommendations on how the country can use the planning and budgetary reforms for achieving the NDCs.
- vi. Based on initial entry points identified, conduct consultations on the Climate Change Financing Framework to gain an understanding of priorities, needs, and capacities of relevant agencies in preparing the roadmap for mainstreaming climate change into the planning and budget cycle.
- vii. Participate in the required on-the-job capacity development process led by the Project team and the UNDP's regional team in the application of the CCFF.
- viii. Present the draft CCFF and roadmap to the advisory group (i.e. NDC Support Project Board) for further feedbacks and endorsement
- ix. Once the CCFF and roadmap are finalized, lead the dissemination workshop targeted representatives from relevant agencies, the Parliament, and CSO.
- x. The CCFF should identify the different measures and steps in the short, medium and long term horizon.

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 – NDC Support at UNDP Thailand prior to the payment is released.

No	Deliverables/ Outputs	Target Due Dates	Review and Approvals Required
1	<p>Inception Report <u>in Thai with English executive summary</u> with following details:</p> <ul style="list-style-type: none"> A plan of work and methodology note on climate change financing framework (CCFF) preparation The review and assessment on the level of integration of climate change into the public financial management (PFM) system Identification of initial entry points for CCFF formulation. 	15 July 2021 (10 working days)	Thailand Country Office/Project Manager
3	<ol style="list-style-type: none"> A final report on Climate Change Financing Framework and Reform Roadmap <u>in Thai with English executive summary</u>, incorporating results from consultations. A policy brief (no more than 4 pages) in Thai and English Successful facilitation of the dissemination workshop. 	15 October 2021 (30 working days)	

F. Institutional Arrangement

Governance and Climate Finance Consultant will work under the direct supervision of the Project Manager – NDC Support and in close consultation and collaboration with other representatives of UNDP Thailand and GCCF-BRH.

G. Duration of the Work

The assignment is for a total of 40 days over 5 months between 1 June 2021 – 31 October 2021

H. Duty Station

Home-based with possible travel within Thailand

I. Qualifications of the Successful Individual Contractor

The following are the minimum required qualifications:

Education:

- Advanced Degree in Public Administration, Public Finance, Public Policy, Economics, *or* other closely related fields.

Working Experience:

- At least 7 years of professional experience in climate finance *or* public financial management is required.
- Experience in accessing and engaging with senior policymakers will be an advantage.
- Experience working with UNDP or other UN agencies, or an international organization 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 written Thai and English language skills are required (proven by prior work conduct in both English and Thai)

J. Scope of Price Proposal and Schedule of Payments

A consultant must send a financial proposal based on a 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, travel costs, living allowance (if any work is to be done outside the IC's duty station) and any other applicable cost to be incurred by the IC in completing the assignment. The contract price will be a fixed output-based price regardless of the extension of the herein specified duration. Payments will be done upon completion of the deliverables/outputs and as per the below percentages:

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
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1	<p>Inception Report <u>in Thai with English executive summary</u> with following details:</p> <ul style="list-style-type: none"> • A plan of work and methodology note on climate change financing framework (CCFF) preparation • The review and assessment on the level of integration of climate change into the public financial management (PFM) system • Identification of initial entry points for CCFF formulation. 	15 July 2021	30%	Thailand Country Office/Project Manager
2	<ol style="list-style-type: none"> 1. A final report on Climate Change Financing Framework and Reform Roadmap <u>in Thai with English executive summary</u>, incorporating results from consultations. 2. A policy brief (no more than 4 pages) in Thai and English 3. Successful facilitation of the dissemination workshop. 	15 October 2021	70%	

K. Recommended Presentation of Offer

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

- **Personal CV**, indicating all past experience from similar projects, as well as the contact details (email and telephone number) of the Candidate and at least three (3) professional references;
- **Duly accomplished Letter of Confirmation of Interest and Availability** using the template provided by UNDP
- **Financial Proposal** that indicates the all-inclusive fixed total contract price in Thai Baht, supported by a breakdown of costs, as per template provided. If an Offeror is employed by an organization/company/institution and he/she expects his/her employer to charge a management fee in the process of releasing him/her to UNDP under Reimbursable Loan Agreement (RLA), the Offeror must indicate this at this point and ensure that all such costs are duly incorporated in the financial proposal submitted to UNDP.
- **Brief description** of why the individual considers him/herself as the most suitable for the assignment and a methodology on how they will approach and complete the assignment.
- **Examples of prior relevant work** 1 in Thai and 1 in English

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:

Combined Scoring method – where the qualifications and methodology will be weighted 70% and combined with the price offer which will be weighted 30%.

Technical criteria for evaluation (Maximum 100%)

- Criteria 1: Educational background - Max 20%
- Criteria 2: Years of professional experience in climate finance or public financial management - Max 30%

- Criteria 3: Experience in accessing and engaging with senior policymakers – Max 20%
- Criteria 4: Language requirement - Max 15%
- Criteria 5: Experience working with UN agencies or international development organizations – Max 15%

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

M. Approval

This TOR is approved by:



Lovita Ramgutee
Deputy Resident Representative

Date of Signing

18-May-2021