

TERMS OF REFERENCE

for provision of services for analysis of the finance solutions impact on the gender balance support in the biodiversity management system

Position:	National Gender Expert
Project name and number:	Biodiversity Finance Initiative (BIOFIN), 00113227
Contract type:	Individual Contract
Duty station:	Home-based
Duration:	42 working days within 6 months. Approximate work commencement from July to December 2021.

A. PROJECT DESCRIPTION:

a) Brief description of the Project, purpose of the Project and background data on the Project:

The 2nd phase of the Biodiversity Finance Initiative - BIOFIN project is being implemented by UNDP with financial support from the Government of Germany and the Government of Switzerland. BIOFIN provides countries with a methodology that shows innovative steps to measure recurrent biodiversity expenditures, assess financial needs, identify the most appropriate financing mechanisms, and provide guidance on how to implement these mechanisms to achieve national biodiversity goals.

BIOFIN Phase 2 in Kazakhstan will build on lessons learned from Phase 1 and aim to test 6 finance solutions: (1) Strengthening PA management planning for improved financing, (2) Introduction of biodiversity offsets as a formal instrument in Kazakhstan, (3) Subsidizing game breeding to save animal species and develop hunting concessions, (4) Establishing the basis for ecotourism certification, (5) Creating an enabling environment for attracting carbon offsets from the international market, multinational enterprises operating in the country and (6) Establishing an internal Emission Trading System to integrate the mechanisms into the national legal framework.

The introduction of new finance solutions will be based on changing existing legal provisions and preparing new ones, testing, learning the experience of other countries, approaches, increasing the potential of industry experts, and providing extensive information on problems and opportunities for Biodiversity finance.

The gender equality promotion is a cross-cutting issues in all UNDP activities in Kazakhstan. Within the framework of the Gender Equality Strategy of the 2nd phase of the BIOFIN, 3 components are considered to promote gender issues: (1) integrating gender issues in all implementation aspects, (2) developing specific knowledge products that demonstrate the link between gender issues and biodiversity finance, (3) identifying opportunities for better gender analysis and impact at each stage in the BIOFIN methodology.

b) Service Required Context

Women's rights are an integral part of the fundamental human rights guaranteed in numerous international treaties, resolutions, declarations, platforms and programmes for action in the field of human rights and gender equality. The nature protection and gender equality issues are considered under the lens of equal access of women and men to natural resources and the development benefits, as well as equal access to decision-making and representation in the management process of natural resources and environment. Relationship between gender and nature should be taken into account from the point of view of the human rights to live in a safe environment and from the point of view of sustainable development.

In 2019, the UNDP Biodiversity projects organized an international conference - "Gender and Biodiversity", during which the participants found that men have more access, power and control over natural resources, despite the existing positive examples of active women's participation in various positions in the environmental field, such as protected area directors, forest inspectors, reserve conservation heads, their number is still insufficient, as well as despite the positive facts of women's participation in environmental

activities, there are persistent common stereotypes concerning their involvement into the traditional field of men's activities.

BIOFIN in Kazakhstan promotes gender equality and the empowerment of women in the introduction of finance solutions for the biodiversity conservation, as relevant and possible under the Project. So, this year, a video product that reflects the women's role in the Hunting Farm Management in Kazakhstan was created ([video reference](#)). Moreover, according to conducted gender analysis, only 7 of the Managers are women among 100 Hunting Farms that are members of the Republican Association of “Kansonar” Public Associations. In many Hunting Farms, women are formally appointed to the position of Manager, and in fact, they are managed by men.

The publication on women in the forest sector of Kazakhstan has also been published. The publication presents data on social and demographic aspects concerning the promotion of women's empowerment and strengthening the family in use and conservation of forest resources.

c) Relevance and purpose of the required services

2nd phase of BIOFIN in Kazakhstan has been implemented since 2019 with the purpose of introducing six finance solutions. Many results have been achieved: mechanisms such as biodiversity offsets, voluntary payments for ecosystem services, carbon offsets have been legislated, a number of regulatory legal acts (RLA) and methodological documents on ecotourism development, assessment of the forests carbon potential, PAs effective management, subsidizing wild animal breeding, etc. have been prepared. The use of innovations proposed by BIOFIN and supported by the Government of Kazakhstan will have an impact on the social and economic development of the country and will affect gender issues. It is assumed that the new finance solutions will allow expanding different levels of partnership in the use of biological resources.

With this background, the expert assessment of the finance solutions impact on gender trends in Kazakhstan is important and relevant for BIOFIN in Kazakhstan. In this regard, the **purpose** of the work is to analyze the finance solutions impact on the gender balance support in the biodiversity management system.

d) Concerned Parties:

Forestry and Wildlife Committee of the Ministry of Ecology, Geology and Natural Resources of the Republic of Kazakhstan - the government agency and establishment within the competence of the Ministry of Ecology, Geology and Natural Resources of the Republic of Kazakhstan, which performs implementation, control and supervisory functions in the field of forestry management, protection, reproduction and use of wild animals and protected areas.

Environmental institutions (PA, forestry management, hunting farms, etc.), research institutes, environmental NGOs, and other partners of UNDP Biodiversity conservation projects.

e) The work required features (for example, the security risks associated with operating in certain communities, certain cultures and practices unique to Concerned Parties, etc.)

The planned work is analytical and provides for interaction with experts of the BIOFIN, the Forestry and Wildlife Committee, the Ministry of Ecology, Geology and Natural Resources and other government agencies, and does not bear any risks to the potential contractor's safety.

B. SCOPE OF WORK:

- I. The National Gender Expert studies the strategy for implementation of the 2nd phase of BIOFIN in Kazakhstan, the goals, objectives, expected results and activities carried out for the six finance solutions implemented under the BIOFIN.
- II. Prepares methodology for the analysis of the six finance solutions and their actions impact on gender equality issues in the biodiversity management system. Independently decides if it is necessary to conduct surveys or interviews (identifies audience, prepares questionnaires, inquiries, organizes survey or interview process, etc.).

- III. Analyzes the six finance solutions and their actions impact on the gender equality trends in the biodiversity management system under the methodology agreed upon with the Project Team and prepares an analytical report. The analytical report should cover the following issues in the context of finance solutions, including recommendations for further actions and measures:

Finance solution 1. Strengthening PA management planning for improved financing:

- Gender issues coverage in the planning of the PAs development according to updated Methodology for PAs Management Plan Development;
- Gender consideration during training courses on increasing environmental organizations workers capacity for budget management matters;
- Impact of increased state and extra-budgetary PAs funding on gender issues;
- Review of gender norms, social changes, quantitative and qualitative data, vulnerability and empowerment in the PAs system.

Finance solution 2. Introduction of biodiversity offsets as a formal instrument in Kazakhstan:

- Impact of the biodiversity offsets mechanism on gender aspects in the biodiversity conservation system;
- Biodiversity offsets interdependence with gender issues and with the women's welfare.

Finance solution 3. Subsidizing game breeding to save animal species and develop hunting concessions:

- Gender analysis of the hunting farm system in Kazakhstan, including a review of gender norms, social changes, quantitative and qualitative data, vulnerability and empowerment;
- Impact of the proposed BIOFIN mechanism of government incentives for hunting farms development by providing subsidies for wild animals breeding on women's welfare who directly or indirectly depend on hunting farm development;
- The relevance of the gender considerations introduction into the mechanism of granting subsidies for wild animals breeding.

Finance solution 4. Establishing the basis for ecotourism certification:

- Possibilities and limitations for women that may arise during implementing ecotourism certification;
- Gender consideration relevance in the ecotourism certification system.

Finance solution 5 “Creating an enabling environment for attracting carbon offsets from the international market, multinational enterprises operating in the country” and Finance Solution 6 “Establishing an internal Emission Trading System to integrate the mechanisms into the national legal framework”:

- Possibilities and limitations the carbon offset compensation scheme creates for achieving gender equality.

- IV. Refines/supplements the analytical report according to the Project Team comments, prepares the final report with recommendations for expanding the scope of gender-based activities in the framework of implementing finance solutions to support gender balance in the biodiversity conservation system.
- V. Prepares a presentation of the analytical work carried out in PPT with graphical elements, tables, figures and presents the results of the work in the framework of an online seminar organized by the BIOFIN Project Team.

C. EXPECTED RESULTS:

Results	Duration and estimated completion date	Necessary agreement and approval	Payment %
<p>Result 1. A draft report for the analysis of the six finance solutions and their actions impact on gender equality trends in the biodiversity management system has been prepared.</p> <p>Result submission form:</p> <p>1) The draft version of the analytical report, including the analysis itself, preliminary recommendations, meeting and discussion agendas, and other materials prepared during the report preparation.</p>	30 working days	UNDP Biodiversity Project Manager	40%
<p>Result 2. The final report for the analysis of the six finance solutions and their actions impact on gender equality trends in the Biodiversity Management System has been prepared.</p> <p>Result submission form:</p> <p>1) The final analytical report for the analysis of the six finance solutions and their actions impact on the gender equality trends in the Biodiversity Management System, including recommendations for expanding the scope of gender-based activities in the framework of implementing finance solutions to support gender balance in the Biodiversity Conservation System.</p> <p>2) Presentation with graphical elements based on the results of the work carried out in PPT.</p>	12 working days	Finance solutions implementation expert	60%
Total	42 working days		100%

D. INSTITUTIONAL SET-UP**a) Responsibility and accountability**

The National Gender Expert is responsible for:

- timely and rational planning, execution of activities and achievement of expected results in accordance with this Terms of Reference;
- reliability and legality of the information provided;

The National Gender Expert has no right to distribute, transmit data, materials, reports collected/prepared within the framework of this Terms of Reference without the permission of the UNDP;

The National Gender Expert reports to the UNDP Biodiversity Project Manager, the BIOFIN Finance Instruments Expert (on compensation for biodiversity losses), and the BIOFIN Resource Mobilization Expert (on ecotourism). All actions related to the performance of this work shall necessarily be coordinated with the specified persons;

The National Gender Expert provides consultations for the Project Team throughout the contract period through workshop venues, online meetings, and conferences.

b) Report submission requirements

The documents and reports shall be submitted in accordance with the deadlines specified in the Expected Results section of this Terms of Reference;

The reports and documents shall be submitted to UNDP for approval in an electronic version in Russian. After approval of the Russian version of the report, a short version of the report in English shall be provided.

Requirements for the format of reports and materials: file extension - doc or docx, font - Times New Roman, size - 14, margins - right (1.5 cm), top, bottom (2 cm), left (3 cm), single line spacing, indentation of the first (red) line – 1 cm.

c) Interaction and collaboration

The National Gender Expert should interact with all government agencies and other organizations on which the work results depend, through official requests.

d) Logistics

The National Gender Expert performs work at his place of residence and/or location, using personal computer technology, equipment and means of communication. UNDP does not provide office space, office supplies or equipment.

The work of the National Gender Expert is individual, and the hiring of auxiliary personnel is not provided for within the framework of this Terms of Reference.

E. DURATION OF WORK:

- a) The total duration of work: 42 working days within 6 months.
- b) The expected start and full completion dates are from July to December, 2021.
- c) Timing of consideration of expert reports by UNDP.

The submitted results are reviewed by the BIOFIN Project Team and agreed in accordance with the expected results specified in this Terms of Reference within 5 working days after the submission of the materials by e-mail.

F. DUTY STATION

Distance (remote) work is assumed. Trips and business trips are not assumed.

G. REQUIRED SKILLS AND WORK EXPERIENCE

- Higher education in the field of International Development Studies, social sciences, politics, law, human rights, gender issues, women's studies, economics, marketing, business administration, or related fields;
- At least 5 years of work experience in the field of gender equality and empowerment of women;
- Experience in the development of reports/publications in the field of gender equality;
- The advantage is given to specialists who have work experience with UN Women structure and other international organizations
- Excellent knowledge of Russian language; knowledge of English will be an asset.

H. PROVISION OF FEE PROPOSAL AND PAYMENT

The type of contract provided for this type of work/services is a contract with a fixed price (for the total amount) in KZT, which includes all the costs for the performance of work/services (in this case, fees and any other direct/indirect costs).

The financial proposal of the candidate shall include all costs associated with the performance of these works/services, namely the cost of the fee and any other costs provided for in the framework of this Terms of Reference.

Payment will be made in tranches after satisfactory performance of the expected results (see the Expected Results and Payment Terms section), this Terms of Reference, and approval of the results by the UNDP Biodiversity Project Manager.

The financial proposal is submitted only in KZT.

I. RECOMMENDATIONS FOR SUBMISSION OF PROPOSAL (APPLICATION):

- 1) Duly accomplished Annex 4 "Offeror's Letter to UNDP confirming interest and availability for the Individual contractor" and Annex 5 "Breakdown of Costs Supporting the Final All-Inclusive Price" using provided UNDP template; the document should be provided separately from other required below documents;
- 2) A detailed resume with previous experience on similar projects/works, necessary contact information (email address, phone number, etc.);
- 3) A short essay explaining why a potential candidate considers his candidacy suitable for the performance of this ToR;
- 4) Other documents certifying the work experience, expertise, education, and skills (qualification improvement certificates\diplomas, awards, etc.);

AGREED BY:

Talgat Kerteshev

Talgat Kerteshev
Project Manager
Date: 18-Jun-2021

Victoria Baigazina

Victoria Baigazina
SDU Programme Manager, OIC Portfolio Manager
Date: 18-Jun-2021