



TERMS OF REFERENCE
SDG Financing Consultant

Reference No.	PN/FJI/103/22
Location	Home based
Application deadline	16 August 2022
Type of Contract	Individual Contractor
Post Level	International Consultant
Languages required:	English
Duration of contract	2 years with a maximum of 400 days

Objective

The financing needed to achieve the Sustainable Development Goals (SDGs) will greatly surpass all current development finance flows, but can be also raised from the large amounts of (mostly private) investable resources available globally. Domestic public resources, even in low-income countries, can be increased and spending optimized. Financing solutions provide strategies and means to effectively unlock and direct these sources of finance toward realizing the SDGs.

The overall objective of this assignment is to support the Gov4Res Project team to build capacity in the Pacific to ensure that countries are able to access and mobilize financing for risk informed development. The consultant will be expected to provide innovative risk financing solutions and tools that will give allow countries to mobilize funding for development priorities.

Background

Background The Governance for Resilient Development in the Pacific (Governance for Resilience) project works with Pacific governments to ensure that countries adapt their decision making and governance systems towards more resilient development. The projects theory of change rests on a core assumption that Pacific Island people will be more resilient to the impacts of climate change and disasters if countries manage all development through a risk informed approach. This is consistent with the Framework for Resilient Development in the Pacific which calls for the 'mainstreaming' of climate and disaster risk treating risk management as fundamental to all development decisions. The Governance for Resilience project has three outcome areas: 1) government planning and financing systems enable gender and socially inclusive risk-informed development; 2) country oversight and accountability systems require gender and socially inclusive risk-informed development; and 3) regional organisations, policies and practices are actively supporting gender and socially inclusive risk-informed development. The project is being delivered by the United Nations Development Programme (UNDP) Pacific Office, in partnership with the Australian Department of Foreign Affairs and Trade (DFAT), Korea International Cooperation Agency (KOICA), the New Zealand Ministry of Foreign Affairs and Trade (MFAT), and Swedish International Development Cooperation Agency (SIDA). It is a 5 year project working across all Pacific countries. It is the second phase of the DFAT funded, UNDP implemented Pacific Risk Resilience Programme (PRRP).

LTA CONTRACTING MODALITY AND CALL-OFF MECHANISM

- An LTA is a mutual arrangement between UNDP and the individual to provide the required services at established fee or provisions. The LTA will be established for one year and renewable for up to three years linked to satisfactory performance of the individual consultant(s). UNDP reserves the right to rescind the agreement during that period should performance of the consultant(s) not meet its requirements.
- It is expected the consultant(s) to be engaged for maximum 200 working days per year up to 2 years starting from Sept 2022 to Sept 2024
- UNDP does not warrant that any quantity of services shall be contracted during the term of this Agreement. A specific Term of Reference (TOR) outlining the deliverables shall be provided, and an Individual Contract would be issued to the consultant, detailing the time frame.
- Once the LTA is signed, if there is a specific service required, the focal person in the UNDP hiring unit would contact the Consultant(s) and upon positive confirmation in the availability for the assignment, acceptance of the Term of reference, cost and travel arrangement, UNDP will issue an Individual Contract. Price in the order will be based on daily fee included in the LTA. After contract has been agreed between the two parties, no further costs would be reimbursed by UNDP unless there is prior written authorization by UNDP.
- Once the services are completed and have been approved by the hiring unit, the Consultant(s) will provide the following for payment purposes:
 - a) complete invoice indicating the completed deliverables.
 - b) supporting documentation (bills/vouchers) for reimbursements of travel costs if applicable;
 - c) copy of the UNDP contract for the consultancy.

Payments will be made upon satisfactory achieved deliverables under each assignment and submission of time sheet in accordance with number of days worked. Final payment shall require a signed performance evaluation of the consultant(s).

Scope of work/Expected Output

The overall responsibilities of the assignment are to:

Provide capacity building to Pacific Regional Agencies and countries on financial products and financial innovation

Identify, design and lead capacity building initiatives

Creation of training materials, packages and workshops and workshops

Research and creation of case studies for financial structures

Research, Design and pilot innovative finance offer/strategy with Pacific Regional Agencies

Identify PIC and draft strategy for application of innovative finance strategy

Existing financing landscape and debt landscape

Applicability of debt swaps, carbon credits/biodiversity credits

Develop innovative financing mechanisms for Blue economy

Facilitating broader dialogue mechanism to align ODA with Government priorities

Using innovative instruments to attract private investment

Identify opportunities to use blended financing mechanisms to leverage significant private finance

Using Results based Government or Aid financing to generate new philanthropic inflows

Provides policy support to Pacific governments on SDG finance

Provide policy advisory support to government and scaling up financing for the SDGs at country level

Provide advisory support and leverage internal and external expertise for public finance frameworks for development

Institutional Arrangement

- The consultant will report directly to the Project Manager for the UNDP Governance for Resilience Project under the overall guidance of the Resilience and Sustainable Development Team Leader and will work in collaboration with other members of the Resilience and Sustainable Development team including Gov4Res team and key partners.
- The consultant is expected to provide their own laptop and communications equipment. UNDP can provide desk space in Suva and will make arrangements for travel to Suva and other countries if required.

Duration of Contract

For 2 years contract with a maximum of 400 days

- Start date: September 2022
- End date: September 2024

Long term Agreement Consultancy International -IC LTA

Duty Station

- This is a home based assignment.
- UNDP can provide desk space in Suva and will make arrangements for travel to Suva and other countries as required.

COMPETENCIES**Core competencies**

Innovation -Ability to make new and useful ideas work

Leadership - Ability to persuade others to follow

People Management -Ability to improve performance and satisfaction

Communication - Ability to listen, adapt, persuade and transform

Delivery -Ability to get things done

Technical / Functional Competencies

Strategic Planning -Ability to make decisions that align with strategy, vision, and mission

Results-based Management -Ability to manage programmes and projects with a strategy aimed at improved performance and demonstrable results

Risk Assessment / Management - Knowledge of risk assessment methodologies and ability to determine degree of risk and apply to strategic and/or practical situation;
Ability to identify and prioritize risks, and organize action around mitigating them

Secondary Competencies

Project Management - Ability to plan, organize, and control resources, procedures and protocols to achieve specific goals

Data Measurement - Ability to set goals and indicators and to interpret and synthesize results into usable information to inform policy, strategy, and/or action

REQUIRED SKILLS AND EXPERIENCE

Educational Qualifications:

- Master's degree in finance, Economics or other relevant fields or equivalent years' experience

Experience

- At least 15 years of experience in one or a combination of the following government planning & budgeting systems, debt and development financing strategies and the use of innovative financing tools
- Experience in working with development partners and governments in developing countries on climate financing, sustainable bonds issue and developing finance frameworks for public financial management, debt management, budgeting and planning
- Proven ability to lead consultations and facilitate dialogue among senior government officials and other senior stakeholders on substantive policy issues in public and private financing
- Advanced quantitative skills and experience with related data analysis tools are an advantage;
- Understanding of and experience in working in the Pacific will be an advantage.

Language requirements

- Fluency of English language is required.

Other requirements

- Solid experience in the usage of computers and office software packages (MS Office incl. Word, Excel, PowerPoint) as well as experience in handling of web-based management systems.

Price Proposal and Schedule of Payments

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, 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 fixed output-based price regardless of extension of the herein specified duration. Payments will be done upon completion of the deliverables/outputs and as per below percentages:

Payment Schedule

Activity/Deliverable	Days
Design and undertake a research and mapping exercise with PIFS related to carbon credits / biodiversity credits; demystifying biodiversity; demystifying debt swaps; or demystifying tokenization for nature finance, or similar research topics	17.5%
Provide capacity building to PIFS and its members, including creation of training materials and workshops	2.5%

Identify, design and lead capacity building initiatives and training packages on financial products and financial innovation for Gov4Res project stakeholders, particularly core project staff	8.75%
Identify best in class examples: Research for financial structures across the globe which serve similar requirements and can be adapted to the needs and circumstances in Pacific Island Countries. In partnership with PIFS, create Case Studies to better understand Pros and Cons of each structure	17.5%
Define UNDP Gov4Res “offer”. Utilising the aforementioned mapping, work with the UNDP Gov4Res, Accelerator Lab and Climate Finance Network teams to gain an understanding of the current and planned project work and theory of change, and use this to define a new, complementary project offering to PI governments to leverage innovative financing to support enhanced achievement of their strategic/risk informed development goals	17.5%
Design a pilot innovative finance offer/strategy. Work with the UNDP Gov4Res and Pacific Islands Forum Secretariat to identify an appropriate PIC, and to draft a strategy for application of an innovative finance strategy. This may include research on: existing financing and debt landscape; financing instruments currently in use and planned, Drua incubator; budget and treasury teams; political economy in the Ministry.	5%
Write the application for GCFs Climate Readiness budget on behalf of Fiji's MoF and UNDP	2.5%
Develop a de-risking mechanism for the second tranche of Fiji's Blue Bond including review of underwriting/bookrunning banks and their selection	6.25%
Broader dialogue mechanism to align ODA, SSC, NGO, CSR and PSD with government priorities for the blue economy	7.5%
Innovative Financing Mechanisms for the Blue Economy. Explore feasibility of using innovative instruments to attract private impact investment (for and non for profit) to the actions opened by this bond emission. Identify opportunities to use blended financing mechanisms to use catalytic ODA and public funds to leverage significant private finance to selected areas. Analyze potential of using Results Based Government or Aid Financing to generate new philanthropic inflows. Analyze major private investment needs (infrastructure, PPPs, etc) and instruments to accelerate them	15%
For 400 Days	100%

Fees to be paid based on monthly invoice submitted by consultant with progress report of outputs certified by UNDP.

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.

Evaluation Method and Criteria

Individual consultants will be evaluated based on the following methodology.

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 70 points)

- Masters degree in Finance, Economics or other relevant fields or equivalent years' experience
Max 5 points
- At least 15 years of experience in one or a combination of the following government planning & budgeting systems, debt and development financing strategies and the use of innovative financing tools – Max 15 points
- Experience in working with development partners and governments in developing countries on climate financing, sustainable bonds issue and developing finance frameworks for public financial management, debt management, budgeting and planning – Max 20 points
- Proven ability to lead consultations and facilitate dialogue among senior government officials and other senior stakeholders on substantive policy issues in public and private financing – Max 15 points
- Advanced quantitative skills and experience with related data analysis tools are an advantage – Max 5 points
- Understanding of and experience in working in the Pacific will be an advantage – Max 10 points .

Only candidates obtaining a minimum of 49 points (70% of the total technical points) would be considered for the Financial Evaluation.

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

Documentation required

Interested individual consultants must submit the following documents/information to demonstrate their qualifications. Please group them into **one (1) single PDF document** as the application only allows to upload maximum one document:

- **Letter of Confirmation of Interest and Availability** using the template provided in Annex II.
- **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.
- **Technical proposal**, including a) a brief description of why the individual considers him/herself as the most suitable for the assignment; and b) a methodology, on how they will approach and complete the assignment.
- **Financial proposal**, as per template provided in Annex II. Note: National consultants must quote prices in United States Dollars (USD).

Note: Successful individual will be required to provide proof of medical insurance coverage before commencement of contract for the duration of the assignment.

Incomplete and joint proposals may not be considered. Consultants with whom there is further interest will be contacted. The successful consultant shall opt to sign an Individual Contract or a Reimbursable Loan Agreement (RLA) through its company/employer with UNDP.

Annexes

- Annex I - [Individual IC General Terms and Conditions](#)
- Annex II – [Offeror's Letter to UNDP Confirming Interest and Availability for the Individual IC, including Financial Proposal Template](#)

For any clarification regarding this assignment please write to pts.fj@undp.org