



TERMS OF REFERENCE **FOR INDIVIDUAL CONTRACT**

POST TITLE: Climate financing strategies for climate change adaptation in marine and coastal areas aligned with Green Climate Fund criteria (**National Consultant¹**)

AGENCY/PROJECT NAME: UNDP Thailand/GCF NAP Marine Project

COUNTRY OF ASSIGNMENT: Bangkok, Thailand

EXPECTED DURATION: Up to 90 working days from **05 Sep 2022 - 30 Dec 2023**

1)GENERAL BACKGROUND

The GCF NAP Readiness and Preparatory Support project titled ‘Increasing resilience to climate change impacts in marine and coastal areas along the Gulf of Thailand’ will be an important contribution to the implementation of Thailand’s National Adaptation Plan (NAP), prepared by the Office of Natural Resources and Environmental Policy and Planning (ONEP), which provides an overarching planning framework for addressing climate change adaptation.

This project focuses on advancing climate change adaptation planning in relation to marine and coastal areas in the Gulf of Thailand (“the Gulf”). Anticipated extreme events, sea-level rise, climate induced erosion, drought, and flooding are expected to affect local tourism, agriculture, fisheries, aquaculture, and natural resources as well as create additional stress on land and water resource management.

The project is complementary to other initiatives supporting the NAP implementation in Thailand. Thailand’s NAP identified six key sectors/ thematic areas, namely: (i) water management; (ii) agriculture and food security; (iii) tourism; (iv) public health; (v) natural resource management; and (vi) human settlement and security. This project will focus on addressing gaps of current support programs. The project will work towards improving climate-responsive ‘natural resource management’ (thematic NAP area v) through the integrative approach of enhancing adaptation planning and budgeting in key marine and coastal economic sectors, e.g. targeting agriculture and fisheries (thematic NAP area ii) and tourism (thematic NAP area iii). It will be implemented in close collaboration with the Department of Marine and Coastal Resources, under the Ministry of Natural

¹ BL47, NAP project

Resources and Environment (MoNRE). The overall timeline of Thailand's NAP implementation allows this project to utilise best-practices and information from the other interventions, and to meaningfully expand the knowledge-base and regulatory framework, particularly for the sub-national level. Also, in perspective to revise and update Thailand's NAP.

In this context, the project objective is to “Integrate climate change adaptation into marine and coastal area related planning and budgeting”. GCF resources will be used to address barriers that hinder information, knowledge, and coordination for adaptation planning; technical capacities for integration of risk informed approaches in planning and budgeting; and a lack of options to attract financing for climate change adaptation, particularly from the private sector.

The national consultant will assist to provide technical support to

- Review and provide data and information of key economic sector stakeholders in coastal provinces along the Gulf of Thailand, such as SMEs and cooperatives, about sector-specific climate risks for enterprises and value chains;
- Conduct analysis of existing policies, tools and approaches in integrating BCG, ESG, carbon credit market and trade, GCF-related policy, climate mitigation and adaptation and the current economic and fiscal policy as key inputs to design and develop climate financing strategy.
- Liaise with other national government agencies, local government units, and other stakeholders in the conduct of consultation meetings, workshops, and other activities related to the development of the climate financing strategies and concept notes and/or proposals.
- Identify, analyze, and evaluate the cost-effectiveness of adaptation options and prepare the finding or results to support developing financing strategies to leverage public funding (e.g. through public private partnerships or fiscal instruments)²;
- Engage and facilitate key sector stakeholders (public and private) to discuss with representatives of relevant local and international development organizations, banking, and financial institutions and other public and private entities to gather insights and recommendations for developing a financing strategy for the implementation and scale-up of the NAP focusing on one relevant priority sectors namely tourism, agriculture, fisheries and enhances natural resource management in targeted project area. The strategy will include the identification of financial instruments and other mechanisms (e.g. public private partnerships, fee/levy systems, dedicated funds, on-lending schemes).
- Facilitate key sector stakeholders to critically thinking and participating in reviewing and developing two concept notes prepared by the International consultant for the GCF and enhances natural resource management in targeted project area. These can be integrated into Thailand's Country Programme to the GCF (interdependence with concept note focusing on the public sector, developed under Activity 2.1.4³, will be explored). These concept note should be aligned with GCF investment criteria.

² Output 3.2

³ Activity 2.1.4 Prioritise adaptation options (analysed in 2.1.3), in collaboration with key stakeholders, to select one adaptation priority of concern to climate-responsive natural resource management and develop adaptation project concept note with key stakeholders to up-scale identified best-practices and locally feasible adaptation action, including co-finance strategies involving private sector finance. (e.g. commission consultants; organise stakeholder consultations to prioritise one adaptation priority; develop concept note).

The national consultant of this assignment will closely work with an international consultant to prepare climate financial strategies and two concept notes aligned with GCF criteria. The national consultant will mainly provide data and information (local existing policy relevant to climate and financial aspect) to the international consultant and support formulating financial strategy and two concept notes. With technical guidance of the international consultant, the national consultant will be key facilitator to organize workshops/consultations to review, develop and validate the strategy and concept notes.

2) OBJECTIVES OF THE ASSIGNMENT

The objectives of the assignment are seeking technical support to identify and develop financing strategies for climate change adaptation in marine and coastal areas, with a specific focus on private sector engagement. The expert will help to respond to current challenges including the lack of a financing strategy for NAP components, weak public-private collaboration on adaptation-related investments, limited CCA understanding in the private sector, and limited demonstrated best-practices for mechanisms and incentives to engage the private sector in co-financing marine and coastal area adaptation. The expert will also help to develop two concept notes for the GCF which includes the private sector, CSOs and local communities (e.g. vulnerable groups and gender advocates) and enhances natural resource management in targeted project area. These concept note should be aligned with GCF investment criteria. In addition, the expert will propose solutions for further action and work collaboratively with other consultants to identify adaptation options.

3) SCOPE OF WORK

Key duties and responsibilities include:

Task 1: Prepare an inception report and brief summary of intended approach for the assignment:

- Literature review of key documents, reports, and other related literature on financing strategies for climate change adaptation in marine and coastal areas, including but not limited to, Thailand national adaptation plan 2016-2020, as well as non-governmental organisation, private sector entities, academia, UN agencies, and donors;
- Review stocktaking report, risk and vulnerability assessment to climate change reports provided by national and international consultants of the project.
- Identify the most appropriate methodology/tool, in consultation with the Project Management Unit (PMU), UNDP and ONEP for technical guidance to identify climate adaptation options to improve natural resources management and adaptation needs and priorities suited to marine and coastal areas along the Gulf of Thailand;
- Prepare a draft inception report, brief summary, and contents of the exercise including power point presentation in English languages; and
- Co-work and assist the international consultant on Climate financing strategies for climate change adaptation in marine and coastal areas to prepare concept note of climate financing strategy for climate change adaptation in marine and coastal areas to foster financial engagement of private actors from one relevant priority sector.

Task 2: Conduct analysis of existing policies, tools and approaches in BCG economy, Environment, Social and Governance (ESG) policy, Social Enterprise, carbon credit market and trade, GCF-related policy, climate mitigation and adaptation and the current economic and fiscal policy as key inputs to design and develop climate financing strategy.

- Review existing policies including relevant documents of viable options and mechanisms for scaling up adaptation finance, including through public-private partnerships such as public private partnerships, fee/levy systems, dedicated funds, on-lending schemes.
- Conduct analysis of existing policy and relevant documents of viable options and mechanisms.
- Prepare the analytic results of existing policy and relevant documents of viable options and mechanisms to support the international consultant for developing climate financing strategies and two concept notes.
- Co-work and assist the International Consultant to identify financial instruments and other mechanisms and evaluate the cost-effectiveness of adaptation options and prepare the finding or results to support developing financing strategies to leverage public funding (e.g. through public private partnerships or fiscal instruments)
- Prepare the findings/results of identified financial instruments and other mechanisms and the cost-effectiveness of adaptation options to support developing financing strategies.
- Prepare report of this task, brief summary including power point presentation both in Thai and English; and
- Consult with Project Management Unit (PMU), ONEP, and UNDP for technical guidance.

Task 3: Participate and facilitate key sector stakeholders (public and private) to discuss with representatives of relevant local and international development organizations, banking, and financial institutions, the Office of Social Enterprise, the National Innovation Agency and other public and private entities to gather insights and recommendations for developing a financing strategy for the implementation and scale-up of the NAP focusing on one relevant priority sectors namely tourism, agriculture, fisheries and enhances natural resource management in targeted project area.

- Design a discussion platform (virtual/physical meetings or consultations or small focus group discussions) to gather representatives of of relevant local and international development organizations, banking, and financial institutions and other public and private entities to collect insights and recommendations for developing a financing strategy aligned with the Green Climate Fund's criteria.
- Consult with the international consultant to identify list of discussing points and prepare agenda of the discussing points.
- Prepare materials (ppt, tools) in Thai language to present and facilitate the discussion.
- Prepare reports/minutes of discussion including recommendations to develop a financing strategy and two concept notes aligned with the Green Climate Fund's criteria and implementation and scale-up of the National Adaptation Plan (NAP) focusing on one relevant priority sector (e.g., tourism, agriculture, fisheries)
- Prepare a presentation and policy brief and recommendations in a simplified manner and with an eye toward actionable decision making in Thai language.

Task 4: Assist the international consultant to finalize two concept notes namely 1) concept note of selected adaptation priority of concern to climate-responsive natural resource management⁴; 2) adaptation project concept note to up-scale identified best-practices and locally feasible adaptation action, including co-finance strategies involving private sector finance⁵ for the GCF which includes the private sector, CSOs and local communities (e.g. vulnerable groups and gender advocates). These concept notes should be aligned with GCF investment criteria.

- Assist the international consultant to organize a workshop to validate the financing strategy
- Prepare the workshop's materials (ppt, tools) in Thai language to present and facilitate the validation workshop.
- Facilitate key sector stakeholders to critically thinking and participating in reviewing, discussing and developing two concept notes prepared by the International consultant for the GCF and enhances natural resource management in targeted project area.
- Prepare the final two concept notes by synthesizing recommendations from the validation workshop in Thai and English languages.
- Co-work and assist the International Consultant to finalize two draft concept notes to be final concept notes for submitting to GCF.
- Prepare two final concept notes in Thai language.
- Prepare a presentation and policy brief and recommendations in a simplified manner and with an eye toward actionable decision making in Thai language

Task 5 Support organizing a consultation/workshop for knowledge sharing on best practices in planning for and engaging the private sector in climate risk-informed development in coastal settings

- develop the prospectus of the consultation/workshop

4) INSTITUTIONAL ARRANGEMENTS

The Expert will work under the direct supervision of Project Management Unit (PMU), UNDP and ONEP for technical guidance.

5) DURATION OF ASSIGNMENT, DUTY STATION AND EXPECTED PLACES OF TRAVEL

This assignment is anticipated to take place between **05 September 2022 – 31 December 2023**, for a maximum of 90 working days.

Duty Station: Home-based with travels in Bangkok and to the venue of 4 selected provinces (Rayong, Petchaburi, Surattani, and Songkhla provinces) based on tentative schedule of consultation/workshop (1 consultation/workshop trip for 3 days for physically organizing consultation/workshop or virtual consultation/workshop which consider based on COVID-19

⁴ Activity 2.1.4 Prioritise adaptation options (analysed in 2.1.3), in collaboration with key stakeholders, to select one adaptation priority of concern to climate-responsive natural resource management and develop adaptation project concept note with key stakeholders to up-scale identified best-practices and locally feasible adaptation action, including co-finance strategies involving private sector finance.

⁵ Ibid³

Situation). The travel cost is separate from the lump sum payment and will be borne by UNDP. Travels will be authorized by UNDP as and when required. Travel and reimbursement will be administered in compliance with UNDP Duty Travel Policy and reimbursed in actual amount but not exceeding quotation from UNDP approved travel agent/ UNDP daily allowance rate.

For any unforeseen official mission apart from this TOR mentioned, the Consultant will be requested to submit the concept note of mission for approval by UNDP prior to undertaking any mission. Travels will be authorized by UNDP as and when required.

6) EXPECTED OUTPUTS AND DELIVERABLES

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

Specific deliverables during the assignment are as follows:

No	Deliverables/ Outputs	Estimated Duration to Complete	Review and Approvals Required
1	Deliverable1 An inception report and brief summary of the exercise	30 September 2022	UNDP
2	Deliverable2 The analytic results of existing policy and relevant documents of viable options and mechanisms (in Thai and English) Deliverable3 A financing strategy for the implementation and scale-up of the NAP focusing on one relevant priority sector (in Thai language)	30 January 2023	UNDP
3	Deliverable4 Workshop report and Summary of lessons learned from the workshop and report to be posted on the ONEP and UNDP website.	30 March 2023	UNDP
4	Deliverable5 Draft and final 1) concept note of selected adaptation priority of concern to climate-responsive natural resource management; 2) adaptation project concept note to up-scale identified best-practices and locally feasible adaptation action, including co-finance strategies involving private sector finance (in Thai language)	30 November 2023	UNDP

7) QUALIFICATIONS

Education:

- At least Master's degree in business management, finance, economics, development finance, environmental management, environmental policy, public policy or closely related field is required.

Experience:

- At least 3 years working experience in environmental projects (national, international), preferably related environment, climate change, climate finance;
- At least 3 years of working experience in structuring SMEs and Cooperative finance engagements with banks, government entities, institutional donors, community initiative funds;
- At least 2 years of working experience in engagements with key players and stakeholders in public-private partnership, the international development funding and the private sector finance (commercial banks, investment funds etc.)
- At least 2 years of working experience in applying for methodologies related to project finance, financial modeling and structuring, as well as policy environment and legal aspects of private - public partnership arrangements.

Language Requirements:

- Excellent oral and written communication skills in English.

8) SCOPE OF PRICE PROPOSAL AND SCHEDULE OF PAYMENT

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.

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.

No	Deliverables/ Outputs	Estimated Duration to Complete	Review and Approvals Required	Payment
1	Deliverable1 Deliverable An inception report and brief summary of the exercise	30 September 2022	UNDP	10 %

2	Deliverable2 The analytic results of existing policy and relevant documents of viable options and mechanisms (in Thai and English)	30 March 2023	UNDP	40%
	Deliverable3 A financing strategy for the implementation and scale-up of the NAP focusing on one relevant priority sector (in Thai language)			
	Deliverable4 Workshop report and Summary of lessons learned from the workshop and report to be posted on the ONEP and UNDP website.			
3	Deliverable5 Draft and final 1) concept note of adaptation priority of concern to climate-responsive natural resource management; 2) adaptation project concept note to up-scale identified best-practices and locally feasible adaptation action, including co-finance strategies involving private sector finance (in Thai language)	30 November 2023	UNDP	50%

9) RECOMMENDED PRESENTATION OF OFFER

Instructions to Applicants: Click on the "Apply now" button. Input your information in the appropriate Sections: personal information, language proficiency, education, resume and motivation. Upon completion of the first page, please hit "submit application" tab at the end of the page then the uploading option for the required document will be available.

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

- a) **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;
- b) **Letter of Confirmation of Interest and Availability and Financial Proposal** that indicates the daily rate/fee of the candidate, in Thai Baht.

c) **Supportive documents namely:**

- a. **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.
- b. **Examples of prior** relevant work at least one sample/publications in English.

****Failure to submit the above-mentioned documents or Incomplete proposals shall result in disqualification.**

****Please group all your document into one (1) single PDF document as the application system only allows to upload maximum one document.**

The short-listed candidates may be contacted, and the successful candidate will be notified.

10) 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: Education - Max 20%

Criteria 2: At least 3 years working experience in environmental projects (national, international), preferably related environment, climate change, climate finance- Max 25%

Criteria 3: At least 3 years of working experience in structuring SMEs and Cooperative finance engagements with banks, government entities, institutional donors, community initiative funds - Max 25%

Criteria 4: At least 2 years of working experience in engagements with key players and stakeholders in public-private partnership, the international development funding and the private sector finance (commercial banks, investment funds etc.)- Max 10%

Criteria 5: At least 2 years of working experience in applying for methodologies related to project finance, financial modeling and structuring, as well as policy environment and legal aspects of private - public partnership arrangements-Max 10%

Criteria 6: Language requirement – Max 10%

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