



UNITED NATIONS DEVELOPMENT PROGRAMME TERMS OF REFERENCE / INDIVIDUAL CONTRACT

I. Position Information

Position Title:	International Expert on Innovative Finance
Type of contract:	Individual Contract
Project Title/Department:	UNDP/GCF "Sector driven National Adaptation Plan (NAP) to advance medium- and long-term adaptation planning in Uzbekistan"/Environment and Climate Action Cluster
Duration of the service:	45 w/d from November 2022 – February, 2023
Work Status:	Part-time
Duty station:	Desk-work in home country
Expected travel site:	n/a
Reports to:	Project Manager

II. Background

Climate change is happening with unprecedented speed and intensity throughout the world, threatening continued economic growth and development progress. This has become a serious and major challenge to the Central Asian region, specifically Uzbekistan whose land is extremely vulnerable to drought caused by the climate change. With this in mind, the country needs to put climate change adaptation at the heart of its agenda.

The population with lowest income of Uzbekistan lives in the most arid parts of the country, is dependent on subsistence agriculture, and is facing increased vulnerability to changes in climate conditions and natural resources availability. Given this, the government has recognized the urgent need for climate change adaptation measures.

The proposed project, as part of Uzbekistan's response to address the above challenges, has as its objective to advance the adaptation planning process for priority climate-sensitive sectors and regions in Uzbekistan through implementation of three flows of activities that need to be coordinated and consolidated in climate change adaptation context that shall produce main expected outcomes by the project. In particular, Outcome 3: An adaptation financing and investment strategy for Uzbekistan is developed seeks to identify options to sustainably finance the NAP process in Uzbekistan and engage the private sector in supporting adaptation.

The main beneficiaries of the Green Climate Fund (GCF) financing support will be the Center of Hydrometeorological Services (Uzhydromet), Ministry of Investment and Foreign Trade (MIFT as National Designated Authority) as well as stakeholders from 5 key sectors (agriculture, water, health, housing and emergency management) and administrations in the three target provinces of this project (Republic of Karakalpakstan, Bukhara and Khorezm).

Gender inclusiveness is at the centre of the NAP process. The proposal highlights the need for gender mainstreaming in climate change adaptation planning and budgeting and recognizes that adaptation cannot be successful without the involvement of all Uzbeks, particularly women. During the implementation process, gender concerns will be brought to the forefront through all three of the project outcomes.

The project is planning to recruit an International Expert on Innovative Finance, who will take the lead in strengthening the system of building private sector engagement in climate change adaptation processes.

Under the overall operational supervision of the of the Project Manager, and in cooperation with the National Climate Finance Analyst, the International Consultant will be responsible for formulation of recommendations on workable options on incentive mechanisms and innovative solutions, including green financial products and gender focused options, to attract private sector (including farmers, homeowners, SMEs, etc) for climate change adaptation efforts with consideration of economic environment of Uzbekistan for the 5 key project sectors (agriculture, water, health, housing, and emergency management) and 3 target

provinces (Republic of Karakalpakstan, Khorezm and Bukhara regions) that are under the project consideration, for that the sectoral National Adaptation Plans are being developing. The International Consultant will work closely with the project team and project partners to share information, ensuring reliable delivery of services and achieving satisfactory project outcomes through fulfilling the following tasks:

III. Functions / Key Outputs Expected

Task 1. Development of draft report on incentive mechanisms and innovative solutions, including green financial products and gender focused options, to attract private sector (including farmers, homeowners, SMEs, etc) in 5 key sector and 3 target provinces in climate change adaptation activities:

- Maintain regular and constructive contact with the project National Consultant on Gender-Responsive Analysis and other relevant national and international consultants of the project upon the request of the Project Manager or project national Climate Finance Analyst;
- Analyze the status and national experience related to incentive mechanisms and innovative solutions, including green financial products and gender focused options to involve private sector in climate change adaptation activities in Uzbekistan by:
 - studying relevant legislation and reports prepared both by national and international consultants;
 - providing an overview of international experiences and approaches to engage private sector in climate change adaptation measures, including lessons learnt and deriving recommendations for Uzbekistan;
 - studying various relevant guidelines developed by other countries, in particular in the region of the Eastern Europe and CIS countries, working on issues pertaining to innovative finance cases related to adaptation to climate change;
- Provide guidance and support (upon request) to the National Expert on Gender Responsive Analysis and relevant stakeholders from the key sectoral ministries responsible for conducting thorough appraisal of selected adaptation options for each key project sector;
- Develop a draft report on workable incentive mechanisms and innovative solutions, including green financial products and gender focused options, to attract private sector (including farmers, homeowners, SMEs, etc) in 5 key sectors and 3 target provinces in climate change adaptation activities, taking into account gender inclusiveness;
- Submit a draft report to 5 consultations workshops, which will be organized by the project team, and participate online (via Zoom) in its discussion;

Task 2. Development of final report on incentive mechanisms and innovative solutions, including green financial products and gender focused options, to attract private sector (including farmers, homeowners, SMEs, etc) in 5 key sector and 3 target provinces in climate change adaptation activities:

- Finalize draft report by taking into account feedback, comments and proposals by participants of 5 consultation workshops.
- Participate online in/ facilitate (upon request) the corresponding meetings of the Inter-Agency Working Group of the project for the validation of developed deliverables that will be organized by the project team.

IV. Timeframe and fees

The following deliverables and indicative schedule are expected from the consultancy contract. Exact dates of beginning and completion stages as well as scope of works for each phase can be corrected by the Project Manager based on reasonable justification by the consultant. The project reserves the right, if necessary, to amend the terms of reference of a consultant on a written agreement. The final schedule

will be agreed upon in the beginning of consultancy assignment. All deliverables should be submitted in English to UNDP by the Consultant in e-version and then approved by the Project Manager and Environment and Climate Action Cluster, UNDP CO.

#	Deliverables	Timeframe	Payment
1	Draft report (no more than 15 pages with content agreed by Project Manager) on incentive mechanisms and innovative solutions, including green financial products and gender focused options, to engage private sector in climate change adaptation activities developed, submitted to, and approved by the Project Manager as well as UNDP Environment and Climate Action Cluster, UNDP Country Office (25 w/d);	December 1, 2022	60%
2	Final report (no more than 20 pages with content agreed by Project Manager) on incentive mechanisms and innovative solutions, including green financial products and gender focused options, to engage private in climate change adaptation activities developed, submitted to, and approved by the Project Manager as well as UNDP Environment and Climate Action Cluster, UNDP Country Office (20 w/d);	February 1, 2023	40%

V. Reporting

All the materials must be submitted in English to Project Manager and UNDP Country Office in Uzbekistan and made in accordance with the UNDP templates and requirements.

VI. Management arrangements

The international consultant will work under the guidance of the Project Manager, UNDP Uzbekistan Environment and Climate Action Cluster.

He/she will also online work closely with the relevant national and international consultants and national development partners, civil society, NGOs and private sectors through support of the project team.

VII. Financial arrangements

Applicants are required to submit an aggregated financial offer ("aggregated financial offer" is the total sum of all financial claims of the candidate for accomplishment of the task).

The format for providing the aggregated financial offer is provided in Annex I to this TOR.

This is a lump sum contract that should include costs of consultancy and other costs required to produce the above deliverables. Payment will be released in 2 (two) instalments (60% and 40%) upon the timely submissions of the above-mentioned deliverables (#1 and #2) and its acceptance by the Project Manager as well as the Environment and Climate Action Cluster.

VIII. Recruitment Requirements

Education:	Advanced University Degree (Master's degree or equivalent; PhD an asset) in finance, economics, environment studies, development studies, public policy, or related fields of study. Background in other areas may be considered based on experience and performance in previous positions.
Experience:	<ul style="list-style-type: none"> At least 5 years professional experience related to finance and in high-quality policy advisory roles, including in areas such as capital markets, blended finance, fiscal policy, private and financial sector development, financial analysis and advisory roles, including on issues of environment, economy, sustainable development; Proven experience in development of innovative financial tools or green financial

	<p>product options within the development of at least 1 climate change adaptation plan;</p> <ul style="list-style-type: none"> – Progressing experience of working with and/or guide international and national expert groups in climate change action; – Experience in reviewing and analysing changes related to at least 1 national and/or sub-national policy/law/legal framework with focus on climate change adaptation; – Strong track record of experience in innovative leadership in climate change related issues, and proven experience in producing demonstrable results; – Experience in working for climate change adaptation projects/programmes implemented nationally or internationally in at least 1 of the countries in Central Asia and/or Eastern Europe and CIS countries. Working experience in Uzbekistan is an asset; – Proven working experience focused on climate adaptation with at least 1 international development organization, IFIs and donors; – Good knowledge of UNFCCC, IPCC manuals and guidelines will be a distinctive advantage.
Language Requirements:	Proficiency in written and spoken English is required. Russian is an asset.
Others:	<ul style="list-style-type: none"> – Excellent interpersonal, collaborative and communication skills. Ability to build and sustain collaborative relationships with other partners, within and outside UNDP; – Ability to plan, develop and implement project and programme activities; – Ability to transfer analytical results into simple and workable solutions; – Excellent organizational skills, interpersonal communication skill, self-motivated, proactive and reliable with good communication and ability to work in harmony with staff members of different national backgrounds; – Openness to change and ability to receive/integrate feedback; – Ability to work in close collaboration with national and international experts, to meet strict deadlines and plan the work according to priorities; – Ability to use information and communication technology as a tool and resource; – Computer proficiency; especially related to professional office software packages (MS Office); – Demonstrates integrity and ethical standards; – Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability.
IX. Evaluation of Applicants	
<p>Criteria for Evaluation of Proposal: Only those applications which are responsive and compliant will be evaluated. Offers will be evaluated according to the Combined Scoring method – where the educational background and experience on similar assignments will be weighted at 70% and the price proposal will weigh as 30% of the total scoring. The applicant receiving the Highest Combined Score that has also accepted UNDP's General Terms and Conditions will be awarded the contract.</p> <p>Cumulative analysis</p> <p>The award of the contract shall be made to the individual consultant whose offer has been evaluated and determined as:</p> <p>a) responsive/compliant/acceptable; and</p> <p>b) Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.</p>	

Technical Criteria weight: 70% of total evaluation (70 points):

- Relevant education (5 points);
- Language proficiency in written and spoken: only English (3 points), English and Russian (5 points)
- 5 years professional experience related to finance and in high-quality policy advisory roles, including in areas such as capital markets, blended finance, fiscal policy, private and financial sector development, financial analysis and advisory roles, including on issues of environment, economy, sustainable development (5 points);
- Proven experience in development of innovative financial tools or green financial product options within the development of at least 1 climate change adaptation plan (max. 15 points);
- Experience in reviewing and analyzing changes related to at least 1 national and/or sub-national policy/law/legal framework with focus on climate change adaptation (max. 15 points);
- Experience in working for climate change adaptation projects/programmes implemented nationally or internationally in at least 1 of the countries in Central Asia and/or Eastern Europe and CIS countries (max. 15 points);
- Proven working experience focused on climate adaptation with at least 1 international development organization, IFIs and donors (5 points);
- Brief description of approach to work/technical proposal on how s/he will implement and complete the assignment; (max 1 page) (5 points).

Only candidates obtaining a minimum of 49 points would be considered for the Financial Evaluation

Financial Criteria weight: 30% of total evaluation (30 points)

Total Score + Technical Criteria (max. 70 points) + Financial Criteria (max. 30 points)

X. Application procedures

Applicants are requested to apply online through the UNDP website at <http://www.uz.undp.org> Application shall be submitted by indicated deadline. Incomplete applications or applications received after the closing date will not be given consideration. Application should contain a current and complete C.V. with indication of the e-mail and phone contact. Shortlisted candidates will be requested to submit a price offer indicating the total cost of the assignment (including daily fee, daily subsistence allowance and travel costs). Incomplete applications will be excluded from further consideration.

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

- a) Letter of Confirmation of Interest and Availability using the [template](#)¹ provided by UNDP;
- b) CV and a Personal History Form ([P11 form](#)¹);
- c) Brief description of approach to work/technical proposal on how s/he will implement and complete the assignment (max 1 page);
- d) Financial Proposal – specifying a total lump sum amount for the tasks specified in this announcement. The financial proposal shall include a breakdown of this lump sum amount (number of anticipated working days, and travel, daily subsistence allowance and any other possible costs, if any and relevant to the assignment) and in accordance with the table provided in Annex I to this TOR.

UNDP is an equal opportunity employer. Qualified female candidates, people with disabilities, and minorities are highly encouraged to apply. UNDP Gender Balance in Management Policy promotes achievement of gender balance among its staff at all levels.

IX. Signatures- Post Description Certification

Incumbent (*if applicable*)

Signature

Date

Ms. Liya Ergasheva

Delegated NAP Project Manager

Signature

Date