

TERMS OF REFERENCE

Post title: International Consultant on mainstreaming climate change adaption into policies and development plans

Project title: Supporting Moldova's National Climate Change Adaptation Planning Process

Reporting to: Project Manager, UNDP Moldova Programme Officer

Duration of assignment: up to 50 working days in the period September 2014 – June 2015

Starting date: 22 September, 2014

Duty station: home-based plus 3 missions to Chisinau, Moldova

Background

The Republic of Moldova's economy, population, and environment are highly vulnerable to climate variability and change. According to a range of studies, including the Republic of Moldova's Second National Communication and Third National Communication under the United Nations Framework Convention on Climate Change (UNFCCC) and the 2009/2010 National Human Development Report, the impacts of climate change are expected to intensify as changes in temperature and precipitation affect economic activity.

Responding to the risks posed by climate change requires a coordinated and concerted effort on the part of the Government of Moldova. The three year project "Supporting Moldova's National Climate Change Adaptation Planning Process" supported by the Austrian Development Cooperation (ADC) with funding from the Austrian Federal Ministry of Agriculture, Forestry, Environment and Water Management and implemented by UNDP Moldova in partnership with the Ministry of Environment and its Climate Change Office, is responding to this need.

The overall goal of the project is to ensure that Moldova has a system and capacities in place for medium- to long term adaptation planning and budgeting with the overall aim to reduce vulnerability of the population and key sectors to the impacts of climate change. The main project objective is to support Moldova to put in place its National Adaptation Planning process contributing to and building upon existing development planning strategies and processes and to implement priority adaptation actions.

The National Adaptation Plan (NAP) will be based on the National Adaptation Strategy and will be developed through a country-driven, gender-sensitive and participatory process. In order to achieve the project objective, the project interventions are designed to achieve the following outputs: Output 1. Institutional and policy frameworks for medium- to long-term gender-sensitive adaptation planning and budgeting are in place. Output 2. Institutional and technical capacities for iterative development of comprehensive NAP strengthened. Output 3. Adaptation interventions in priority sectors implemented including demonstration projects at a local level to catalyze replication and upscaling.

This assignment will contribute to attainment of the Output 1, which aims at developing country-driven, gender-sensitive and participatory National Adaptation Plan as well as an institutionalised, iterative adaptation planning process, taking into consideration vulnerable sectors, groups, communities and ecosystems and should engage all relevant stakeholders.

The Project will contract an International Consultant on climate change adaptation (CCA) mainstreaming to support the National Team to integrate climate change into medium to long-term planning and facilitate multi-stakeholder engagement in defining the scope of the national and sector adaptation planning and budgeting process. This will lead to a clear recognition of the need for adaptation to climate change within relevant national and sectoral policies of priority sectors: *agriculture, water resources, transport, energy, health, regional development*. The degree of support provided by the Project in CCA mainstreaming to each of the specific priority sectors will be identified together with PMU during the in-depth review of prioritized sectors.

The project is expected to provide full support and addressing needs for at least two sectors, while other sectors will be partially supported, mainly through training activities, and guiding materials.

It is expected that the work will be done through intensive consultations with priority sectors' stakeholders involved in the NAP process. In-depth review of priority sectors' policies and plans and documents analysis, as well as multi-stakeholder consultations on various aspects of CCA mainstreaming (identified entry points, modalities to modify plans, policies to integrate CCA measures and mainstreaming format, updated policies and development plans, etc.) will be undertaken. CCA mainstreaming into priority sectors' policies and planning will involve a number of relevant ministries, policy makers, economists, finance specialists, scientists, NGOs, civil society, thus contributing to sectors' and country's capacity development, which is a priority need for Moldova.

The International Consultant will be assisted by national consultants (NCs) and will work under guidance of the Project Manager and the UNDP country office. He/she will also work closely with NCs, the respective national partners, including state institutions, local authorities, civil society and international organizations. Meetings with the relevant stakeholders will be organized by the PMU and NCs.

Overall Objective of the assignment:

- The overall objective of the assignment is to contribute to the integration of Climate Change Adaptation (CCA) into existing national development policies, programmes and action plans of priority sectors to ensure a strategic and properly aligned approach to addressing CCA.

Specific objectives:

Methodological support of CCA mainstreaming

- Guide the process of mainstreaming CCA into existing national development policies, programmes, action plans and investment projects of at least two sectors prioritized during stakeholders' consultations and based on the analysis conducted as part of previous project activities
- In-depth review of prioritized sectors with the aim of identifying mainstreaming needs and opportunities of the sector.
- Review the CCA mainstreaming tools available and adapt them to the Moldovan policy incorporation procedures and formats.
- Apply a climate lens or other methodology to selected sectorial policies and plans. Allow for both reactive and proactive inclusions and considerations of adaptation for prioritized sectors.

Mainstreaming process steps:

- Identify priority sectors mainstreaming needs and identification of entry points to integrate CCA.
- Integrate CCA into the sectorial development planning of priority sectors to ensure a strategic and properly aligned approach to address CCA in prioritized sectors.
- Support the establishment of mainstreaming as standard practice.
- Perform cost/benefit analysis of mainstreamed CCA measures.

- Define main indicators for incorporated CCA measures for the Monitoring and Evaluation framework.

Stakeholders' engagement and participation

- In collaboration with the PMU, engage with the relevant political, management and technical priority sectors counterparts to gain an understanding and consensus on CCA mainstreaming procedure and format.
- In collaboration with the PMU, perform consultations on identified entry points, modalities to modify plan, policies to integrate CCA measures and mainstreaming format, updated policies and development plans.

Expected outputs:

- Developed methodological support for CCA mainstreaming into policies and development plans.
- Increased technical skills of sectorial planners based on comprehensive and targeted trainings to policy-makers, decision-makers, legislators and practitioners on integrating adaptation into core development policy, strategy and legislative planning of the sectors, use of tools and approaches to advance medium- to long-term adaptation planning, budgeting and implementation.
- CCA incorporated into core national and sectorial medium and long term policy and development plans of NAP priority sectors.
- Increased stakeholder engagement in the CCA mainstreaming process with active participation in consultation activities.
- Cost/benefit analysis of mainstreamed CCA measures.
- A set of Monitoring and Evaluation indicators for incorporated CCA measures.

Responsibilities of the assignment include:

The consultant has the overall responsibility for undertaking in-depth review of prioritized sectors with the aim of identifying CCA mainstreaming needs and opportunities, apply relevant methodology for identifying entry points to apply CCA mainstreaming, develop guidance materials for integrating CCA into national and sector development planning of key sectors, provide comprehensive training to policy-makers, decision-makers, practitioners on integrating adaptation into core development policy, strategy and legislative planning. IC will prepare reports with recommendations and perform stakeholders' consultations supported by NCs and PMU.

National level

The national level provides the overall national priorities and guiding policy framework within sectors operate. Therefore, mainstreaming of CCA into sector policies and development plans may require adjustment of national level policies. IC has to consider working at national level.

- Review the CCA mainstreaming tools available and adapt them to Moldovan policy incorporation procedures and formats.
- Provide methodological guidance to NCs to apply a climate lens/other methodology(ies) in formulation of national policies and strategies.

Sectoral level

- In-depth review of prioritized sectors with the aim of identifying CCA mainstreaming needs and opportunities of the prioritized sectors.
- Screen sectoral policies and development plans against climate risks and assess them in the light of climate change projections and impacts. Provide methodological guidance to NCs in applying a climate lens/other relevant methodology to the proposed sectoral plans to address climate risks and/or opportunities and potential responses.
- Identify policies and regulations (entry points) in which mainstreaming could be applied (based on sectoral NCs reports, in depth analysis of legislative framework and development plans for the prioritised sectors).
- Identify modalities how best to modify a plan or decision/to integrate adaptation measures into national/overall plans, investments, programmes, and policies, if needed, and, into sectorial plans
- Provide a mainstreaming format of CCA for sectoral policies and development plans, incorporation of which should lead to better ("climate-proofed") plans or policies. Support the establishment of mainstreaming as standard practice.
- Adapt existing or develop new guidance and criteria to assess national or sectoral plans and policies with a view to adding CCA concerns. Adapt relevant international technical guidance tools and detailed methodologies by sector, policy materials, guiding principles, case studies.
- Develop appropriate methodological guides (toolkits) (by sector) for integrating CCA into national and sector development planning for all NAP considered sectors: *agriculture, water resources, health, energy, transport, forestry and regional development sectors* and disseminate knowledge through round tables organized by the Project, workshops and existing sectoral and national knowledge management channels.
- Develop and provide comprehensive training to policy-makers, decision-makers and legislators on integrating adaptation into core development policy, strategy and legislative planning.
- Conduct targeted trainings for technical level planners in the use of the tools and approaches to advance medium- to long-term adaptation planning, budgeting and implementation.
- Together with IC and NCs on budgeting, ensure estimation of costs for mainstreamed CCA measures.
- Together with NCs define main indicators for incorporated CCA measures for the Monitoring and Evaluation framework.
- Discuss with PMU, the team of NCs and stakeholders the findings and results of current assignment.

The results of the assignment will contribute to integrate effectively climate change adaptation concerns in national and sectoral policies, development plans.

Key Deliverables:

Nr	Deliverables	Time
1.	Methodological guidelines to NCs to apply a climate lens (top-down), other methodologies (bottom-up screening of sectoral plans against climate risks and assessment in the light of climate change projections and impacts) in formulation of national and sectoral policies and strategies provided.	September, 2014
2.	Report on in-depth review of policy framework and development plans of prioritized sectors with the aim of identifying mainstreaming needs and	September, 2014

	identification of entry points to integrate CCA.	
3.	Developed mainstreaming format of CCA for sectoral policies and development plans. Support the establishment of mainstreaming as standard practice of priority sectors. Report on activity.	October, 2014
4.	Adapted existing or developed new guidance and criteria to assess national or sectoral plans and policies with a view to adding CCA concerns.	October, 2014
5.	Consultations with sectors on identified entry points, modalities to modify plans/policies to integrate CCA measures and mainstreaming format. Activity will be based on NCs' inputs and PMU support.	November-December, 2014
6.	Appropriate guides (toolkits) (by sector) for integrating CCA into national and sector development planning of <i>agriculture, water resources, health, energy, transport, forestry and regional development developed</i> , which will be disseminated through round tables, workshops and existing sectoral and national knowledge management channels.	November, 2014
7.	Training to sectoral technical planners of all priority sectors on the use of the tools and approaches to advance medium- to long-term adaptation planning and budgeting and implementation (3-4 trainings x 2 days) provided.	December, 2014-February, 2015
8.	Comprehensive training to senior level policy-makers, decision-makers and legislators on integrating adaptation into core development policy, strategy and legislative planning to sector representatives provided (3 trainings x 2 days).	December, 2014-February, 2015
9.	Together with IC and NCs on budgeting undertake estimations of costs for mainstreamed CCA measures. Provide cost-benefit format for each mainstreamed CCA measure.	October, 2014 – April, 2015
10.	Set of main indicators for incorporated CCA measures of prioritized sectors for Monitoring and Evaluation framework.	May, 2015
11.	Consultations with stakeholders on updated core policy and development plans and proposed set of M&E indicators.	May, 2015.
12.	Final Report on performed assignment.	June, 2015

Management/organizational arrangements

Undertake at least 3 missions (5 days each) to Moldova comprising activities under the Project, meetings with Project team, National Consultants, UNDP representatives, relevant national stakeholders.

The selected Consultant is expected to work in a close cooperation with the national counterparts and the Project team, and regularly keep them updated on the progress.

The International Consultant will be assisted by a team of National Consultants and will work under guidance of Project Manager, IC to lead the NAP process in Moldova and UNDP country office. He/she will also work closely with the respective national partners, including state institutions, local authorities, civil society and international organizations. Meetings with the relevant stakeholders will be organized by the PMU and NCs.

Qualification Required:

- MBA, MSc in planning, policy development, environmental sciences or other relevant field;
- At least 10 years of progressively responsible professional experience in climate change adaptation, including at least 7 years of experience at the international level. Part of that experience must be related to climate change adaptation mainstreaming.
- Knowledge of institutional mandates, policies and guidelines related to NAP process;
- Professional experience in Eastern Europe is an asset;
- Excellent proven analytical skills in analysis, leadership and overall diplomatic skills;
- Proven experience on preparation of written reports in an accurate and concise manner, and public presentation skills;
- Good organizational, time management and facilitation skills;
- Knowledge of the economic system in Moldova would be an asset;
- Fluency in written and spoken English is required for this assignment. Knowledge of Romanian or Russian will be an asset.

Documents to be included when submitting the proposals:

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

- Personal CV including past experience in similar projects.
- Cover Letter, outlining the main methodological approaches planned for the assignment
- Financial Offer