

TERMS OF REFERENCE

National Consultant from the Republic of Moldova on integrated water resources management, biodiversity and public awareness for preparation of the Project Document “Enabling transboundary cooperation and integrated water resources management in the Dniester River Basin” based on GEF requirements

Project Name:	UNDP-GEF PPG: “Enabling transboundary cooperation and integrated water resources management in the Dniester River Basin”
Short title of Assignment:	National PPG Consultant on IWRM, BD and PA - Moldova
Location:	Home-based
Application deadline:	June 5, 2016
Type of Contract:	Individual contract
Post level:	IC
Duration of Contract:	30 working days within the period 20 June – 10 December 2016
Languages required:	English, Romanian/Russian

BACKGROUND

The GEF is funding the Project Preparatory Grant (PPG) phase for the Medium Size Project (MSP) “Enabling transboundary cooperation and integrated water resources management in the Dniester River Basin”.

The project will contribute towards the joint management of the water resources of the Dniester River basin. The project builds on the on-going cooperation of the Republic of Moldova and Ukraine based on the bilateral agreements (1994 and 2012) and the UNECE / OSCE / ENVSEC support since 2006.

The project includes three inter-related and mutually supportive components:

1. In-depth analysis of the water resources, related ecosystems and their use.
2. Development of the policy, legal and institutional set-up, mandate and capacities of the River Basin Commission for strengthened basin-level cooperation.
3. Strengthening of water resources and biodiversity monitoring and conservation, and information exchange in the Dniester River Basin.

The PPG phase runs for a period less than a year to develop the necessary background information, identify partners among the key national and international actors in the area, secure co-financing and develop the MSP Project Document. PPG funding, in combination with agency co-financing contributions will support the design of the proposed full-size project. The following activities will be undertaken during the PPG phase:

Development of the full-fledged GEF submission package:

- strategic documents and accompanying analysis,
- input from national consultants to support the preparation of a project document for the MSP,
- development of the project annual work plan & budget, with defined roles and responsibilities (with accompanying terms of reference) as well as the project document for the project implementing agency,
- stakeholder consultations with all key partners to get input for the project document and to validate that the project design meets the priority needs of the Dniester Basins Riparian and stakeholders.

The objective of the PPG phase is to develop the project documentation according to standard GEF and UNDP templates (UNDP Project Document and GEF CEO Endorsement Request) for the Medium-Size Project (MSP) based on submitted and approved PIF.

OBJECTIVE

The key objective of the consultant is to analyze current IWRM, biodiversity-related and public awareness processes in the transboundary Dniester River basin, support the Team Leader and contribute to the development of the project document "Enabling transboundary cooperation and integrated water resources management in the Dniester River basin" based on GEF requirements.

SCOPE OF WORK

Under the overall guidance of the UNDP/GEF Regional Technical Advisor and UNDP Moldova country office, direct supervision of an International PPG Consultant and a Team Leader, in close coordination with the UNECE Regional Adviser on Environment, other national experts and the national partners the expert will perform the following:

1. Advise on and contribution to the development of a work plan and a timeline detailing the practical steps required to develop the project proposal.
2. Analysis of the PIF and provision of inputs to the project proposal (full project document and GEF CEO Endorsement) with focus on the TDA/SAP, their links with national processes and EU Association Agreement, develop the national and transboundary IWRM, biodiversity, public participation and communication activities, demonstration projects.
3. Inventory and analysis of relevant documents to be used in the development of the project proposal.
4. Identify and liaise with the relevant international, regional, national and local stakeholders to build strong country ownership of the project and support for project efforts, and collect their opinions on the project content based on questions agreed on within team.
5. Assist in organization of the two national stakeholder workshops (tentatively Chisinau in July 2016 and Kyiv in October 2016) to review and collect comments on the proposed project objectives and activities in order to ensure full national ownership and consensus reached at the national level among key stakeholders (e.g. communicating with potential participants, drafting agenda, list of participants, reports).
6. Advise on and contribution to the development of the budget proposal, costing estimates, risk analysis, M&E plan, logical framework, stakeholder involvement, co-financing sources and action plan for incorporation of the gender aspects in the project.
7. Provide additional inputs as required to fulfil the duties to ensure successful finalization of the project document.

DELIVERABLES

PRODUCTS	DEADLINE	PAYMENT STRUCTURE
Deliverable#1: 1. A detailed work plan to implement the overall assignment agreed with PPG International Consultant and Team Leader and approved by UNDP.	30 Sept 2016	30%

2. Inputs to the project proposal with regards to the TDA/SAP, their links with national processes and EU Association Agreement, development of the national and transboundary IWRM, biodiversity, public participation and communication activities, demonstration projects. The inputs should be agreed with UNDP, UNECE accepted by PPG Team Leader (not more 10 pages Times New Roman 12ppt, and relevant attachments). 3. A list of reference documents to be used in the development of the project proposal. 4. A list of international, regional, national and local stakeholders to be used in building a strong country ownership of the project and support for project efforts (and active engagement with the most relevant national stakeholders) as well as their recorded opinions on the project content. 5. Agenda, LOP and draft report of the first workshop agreed with PPG Team Leader and approved by UNDP.		
Deliverable #2 1. Contribution to the development of the budget proposal, costing estimates, risk analysis, M&E plan, logical framework, stakeholder involvement and action plan for incorporation of the gender aspects in the project. 2. Agenda, LOP and draft report of the second workshop agreed with PPG Team Leader and approved by UNDP.	by 10 Dec 2016	70%

The quality of the final documents will be evaluated by the UNDP/GEF Regional Technical Advisor, the UNECE Regional Adviser on Environment, and UNDP Moldova representative (Environment and Energy Cluster Lead). Payments shall be made upon delivery and approval by the UNDP/GEF Regional Technical Advisor and UNDP Moldova according to the deadlines mentioned in the table above.

REPORTING REQUIREMENTS

- The Consultant will submit the inputs in an agreed format in English.
- All information should be provided in electronic versions in English.
- The Consultant shall be solely liable for the accuracy and reliability of the data provided, links to sources of information used.
- All materials produced by the Consultant are the property of UNDP, and before its publication can only be used in coordination with the UNDP office.

COMPETENCY REQUIREMENTS

Skills:

Very good analytical, writing and reporting skills.

Very good interpersonal and negotiating skills.

Ability to work independently and remotely with minimal supervision.

Ability to accept direction and constructive criticism from team members and authorities in a positive and respectful manner.

Capacity to submit high quality deliverables under time constraints.

Qualifications

Education:

Advanced degree in the field of natural sciences.

Experience:

Minimum 10 years of work experience in the field of water management, biodiversity conservation, public awareness, and relevant international and regional activities.

Experience on transboundary water cooperation in the Dniester River basin is an asset.

Experience in working with international organizations and projects.

Experience on preparation of written reports in an accurate and concise manner, and public presentation skills

Language:

Excellent English writing and communication skills

Fluency in oral and written Romanian or Russian.

ADDITIONAL REQUIREMENTS

The Consultant will be responsible for providing her/his station (i.e. laptop, internet, phone, scanner/printer, etc.) and must have access to reliable internet connection.

The Consultant will be given access to relevant information necessary for execution of the tasks under this assignment.

Recommended contractors over 62 years of age on assignment requiring travel should undergo a full medical examination including x-rays and obtaining medical clearance from an UN approved Doctor prior to taking up their assignment.

The Consultant will be requested to undertake the Basic Security in the Field (BSIF) training and Advanced Security in the Field (ASIF) if any travels foresees within assignment.