Preparation of Guinea- Bissau to the climate finance through GCF country programming and establishment of GCF national designated authority (NDA)

Terms of Reference

For the recruitment of an international consultant to elaborate a climate finance flows monitoring tool in Guinea Bissau

[AC/OSS/READINESS-GB/120220-05]
A. INTRODUCTION

This is the Terms of Reference (ToR) for the recruitment of international consultant to develop a monitoring/tracking tool that will enable the NDA to track climate finance flows in Guinea Bissau and help on their utilization and put in place a national committee around the UNFCCC focal point point to monitor, evaluate and report on the activities of the fund and other relevant climate finance mechanisms. The consultant will also organize a training workshop for the committee on the use of the developed tracking tool to allow its members track climate finance flows in Guinea Bissau and make the annual report.

This consultancy is for the Sahara and Sahel Observatory (OSS)-Green Climate Fund (GCF) project entitled «Readiness & preparatory support project to Guinea- Bissau : preparation of Guinea- Bissau to the climate finance through GCF country programming and establishment of GCF national designated authority ».

The project is implemented by the Sahara and Sahel Observatory (OSS) as a delivery partner in close collaboration with the Secretariat of State of Environment and Biodiversity in Guinea-Bissau. The project has started in august 2019 with a duration of 12 months.

B. BASIC CONTRACT INFORMATION

<table>
<thead>
<tr>
<th>Location: Guinea- Bissau</th>
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<tbody>
<tr>
<td>Deadline Extended: March 22, 2020 at 23:59 Tunis time</td>
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<tr>
<td>Field: Rural economy, rural development, environment, agricultural sciences, or closely related field</td>
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<td>Type of Contract: Individual Contract</td>
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<td>Assignment Type: International Consultant</td>
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<td>Languages Required: English and Portuguese</td>
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<td>Expected Starting Date: April 2020</td>
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<td>Expected Duration of Assignment: 25 person/days</td>
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C. CONTEXT

Guinea-Bissau consistently ranks among the most vulnerable countries in West Africa to climate change. In fact, its degree of vulnerability to the risks of climate variability (World Risk Index, WRI) is very high (13.75%) and ranks 15th in the world.

According to the National Communications on Climate Changes, Guinea-Bissau is exposed to risks of floods, coastal erosion, rainfall shortfall and salt invasion area causing mainly soils aridity, a significant reduction in major humid zones and the disappearance of some rivers and lakes. Torrential rains and extreme temperatures are also climate phenomena that prove and demonstrate the country’s vulnerability.

The NAPA concluded that the negative effects of climate changes in almost all productive sectors of national life, particularly as regards its population and natural ecosystems. Among the foreseen consequences, we single out a fall in agricultural, forest and grazing production, loss of human lives arising from gender inequality, malnutrition and food insecurity, etc. The NAPA also highlighted that climate variability will be significantly exacerbated by climate change in the coming decades. Response to date in preparing for the anticipated climate changes have been mostly ad-hoc, reactive and poorly coordinated. Consequently, Guinea-Bissau is currently poorly equipped to address the adverse impacts of climate change.

To allow Guinea-Bissau to better manage climate related challenges undermining economic growth and development, it is essential to help it to mobilize the climate financial resources from the Green Climate Fund (GCF) to address a number of challenges. To do so, Guinea-Bissau, through its focal point, requests initial readiness support from the GCF to build country capacity, develop multi-stakeholder consultative processes and to pave the way for the accreditation of national entities for project funding.
The engagement with the GCF is seen as an opportunity to access significant resources to finance the implementation of its National Adaptation (NAP), Second National Poverty Reduction Strategy Paper (PRSP II) and it’s Nationally Determined Contribution (NDC).

In the context of country capacity building, Guinea-Bissau requests assistance to create a Nationally Designated Authority (NDA), who will be responsible for evaluating proposed projects and developing a well-balanced pipeline of adaptation and mitigation projects. Within its strategic development framework, Terra Ranka, Guinea-Bissau requests assistance building up its private sector which is almost entirely dependent on natural resources and agriculture and therefore very sensitive to fluctuations in climate. Developing a successful multi-stakeholder consultative process that meaningfully incorporates the private sector and encourages public/private partnerships will be a key ambition in Guinea-Bissau’s readiness support with the GCF.

These aspects will be prospected in this readiness project in order to identify the private sector needs in terms of preparation to climate finance access.

Guinea-Bissau’s commitment to the Green Climate Fund (GCF) will enable it to access to the financial resources needed to build its political, strategic and institutional framework for adaptation to climate change. It will also be an opportunity to upgrade, in terms of climate finance, both the public institutions that are involved in the climate change issue and the financial institutions that are likely to be involved.

Account taken to these aspects, Guinea-Bissau requested the GCF support to conduct a project for preparation to climate finance “Climate Readiness”. The request was accepted and will contribute to bridging gaps in terms of capacities and to strengthening the effective commitment of the concerned stakeholders.

Access to climate funds, in particular to the GCF, requires a good understanding of the procedures and requirements by the concerned stakeholders. To this end, it is important to develop a guide adapted to the national context and in both English and Portuguese. This guide aims to help projects and programs promoters in Guinea Bissau to mobilize Climate financial resources, especially those of the Green Climate Fund (GCF).

The consultancy seeks also to train the Focal Point, the NDA members as well as the different partners on climate finance mechanisms. They will be better equipped to support relevant stakeholders in looking for the necessary funding to carry out climate change actions at the country level.

D. OBJECTIVE

The consultancy aims to develop a climate finance flows monitoring tool in Guinea Bissau. This tool will allow the NDA and the GCF National Focal Point to monitor and evaluate the financial flows dedicated to climate action in Guinea Bissau and to help draw up a report on their use (Monitoring, Reporting and Verification- MRV). Additionally, it intends to put in place a national committee around the UNFCCC focal point to monitor, evaluate and report on the activities of the fund and other relevant climate finance mechanisms.

E. DUTIES AND RESPONSIBILITIES

In order to achieve the project objectives, the international consultant duties and responsibilities are detailed as follows:

- Make a review and assessment of the tools and methodologies for monitoring the financial flows that currently exist, in particular those developed by international institutions, which could serve as a source of inspiration for the Bissau Guinean system
- Work with the technical departments of the relevant Ministries (environment, agriculture, finance, energy, transport, etc.) to design the Tool and the procedures for regular and permanent collection of information related to financial flows intended for climate action
- Develop a functional and secure system for monitoring financial flows intended for climate action in Guinea Bissau, useful for carrying out the MRV
- Define indicators to monitor climate finance granted by sectors at the national level
ToR | Recruitment of an international consultant for the Climate Finance flows monitoring

- Develop a User Guide for the Tool
- Facilitate working meetings and the Tool validation workshop with stakeholders
- Put in place a national committee around the UNFCCC focal point to monitor, evaluate and report on the activities of the fund and other relevant climate finance mechanisms
- Organize a training workshop for the focal point and the committee on the use of the developed tracking tool to allow its members track climate finance flows in Guinea Bissau and make the annual report

F. EXPECTED OUTPUTS AND DELIVERABLES

During the project implementation period, the consultant will provide:
- Report containing the list of the main tools and methodologies for monitoring the financial flows that currently exist in Guinea Bissau as well as the stakeholders consultation meetings
- Functional tool for monitoring financial flows
- User Guide for the Tool
- Training report on the Tool
- Reports of the consultation and validation workshops of the Tool and its guide as well as the presentation support (e.g. PPT)
- Report on the establishment of the National Committee around the UNFCCC Focal Point to monitor, evaluate and report on the activities of the fund and other relevant climate finance mechanisms
- Report of the training workshop for the committee on the use of the developed tracking tool and the presentation support

G. APPLICATION PROCESS

1. Qualifications, skills and abilities

The consultant responsible for developing the monitoring tool should have a solid experience in the fields of climate and / or environmental finance, monitoring and evaluation, projects development. She/he should have also the following qualifications.

Academic Qualifications
- University degree in rural economy, rural development, environment, agricultural sciences, or closely related field

Experience
- 5 years of working experience in fields related to environmental management, climate change/climate finance, agriculture sciences, natural resources management or other related field

Competencies
- Have good knowledge of the GCF procedures;
- Be informed of progress on climate finance and climate change issues in Africa;
- Have knowledge of the various « Monitoring, Reporting and Verification- MRV » systems adopted internationally
- Have knowledge in analyzing financial flows at national and regional levels, with a dominant focus on climate finance flows
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- Have good knowledge on the development of climate-related projects (adaptation and mitigation)

Languages
- Fluency in spoken and written English and Portuguese languages

2. Duration, payment modalities and specifications

The overall effort of this consultancy is estimated at 25 person-days, distributed over maximum 60 days. Daily rate is fixed at 700 US$. This amount is global and non-revisable. Travel and daily allowance cost will be identified separately and covered by the delivery partner.

<table>
<thead>
<tr>
<th>Expected outputs</th>
<th>Estimated scheduled men days</th>
</tr>
</thead>
<tbody>
<tr>
<td>Functional tool for monitoring financial flows</td>
<td>19</td>
</tr>
<tr>
<td>User Guide for the Tool</td>
<td>3</td>
</tr>
<tr>
<td>• Training report on the Tool</td>
<td></td>
</tr>
<tr>
<td>• Report of the validation workshops of the Tool</td>
<td></td>
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<tr>
<td>• Presentation support for the Tool and its Guide</td>
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<tr>
<td>Total</td>
<td>25</td>
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The payment will be made by OSS to the consultant’s bank account upon the validation by OSS and the Focal Point of the work/products required.

The consultant payment will be made in two instalments as follows:
- 30% of the overall amount upon reception and validation of:
  - Report containing the list of the main tools and methodologies for monitoring the financial flows that currently exist in Guinea Bissau as well as the stakeholders consultation meetings
  - Draft of the tool for monitoring financial flows
  - Drafts of the User Guide and the training report for the Tool
  - Report on the establishment of the national committee around the UNFCCC focal point to monitor, evaluate and report on the activities of the fund and other relevant climate finance mechanisms
- 70% of the overall amount upon reception and final validation of the expected outputs in accordance with these ToR, including the workshops reports

3. Proposals Presentation

The application package must include the following:
- Copy of personal identification
- Detailed curriculum vitae: please use the OSS CV model downloadable on the following link [OSS_CV Model]
- Methodological note (3 pages maximum) describing the approach to be used by the consultant for the mission execution
- Other useful documents/references such as copy of academic credential, such as university degrees

Please submit in **English** or **French** the main required documents (Curriculum Vitae and Methodology). Other documents may be sent in their original language.

### 4. Application modalities and deadline

**Deadline for applications is extended to March 22, 2020** at 23:59 Tunis time. Applications must be submitted electronically at the following address: [procurement@oss.org.tn](mailto:procurement@oss.org.tn) indicating the reference «Application for the recruitment of an international consultant to develop a climate finance flows monitoring tool in Guinea Bissau [AC/OSS/READINESS-GB/120220-05] » in the subject line.