

OUTLINE TERMS OF REFERENCE FOR CONSULTING SERVICES

A. Introduction

1. Interdisciplinary international and national consultants with extensive experience in climate change planning, project planning and associated skills will be required to work with stakeholders in Nepal to document a national program and priorities for enhancing climate resilience, building on the work done on the National Adaptation Programme of Action (NAPA) and other discussions within Nepal about the Strategic Program for Climate Resilience (SPCR). The documentation must be in the form of a proposal or set of proposals to the Pilot Programming for Climate Resilience (PPCR) Sub-Committee for both the SPCR Technical Assistance (TA) (up to \$1.275 million additional grant) and program phases (up to \$60 million).

B. Scope of Work

2. The preparation of a national program and priorities for enhancing climate resilience requires a process of scoping, reviewing, analysis and integration of possible ongoing plans and programs. The Small-scale Policy and Advisory Technical Assistance (S-PATA) consulting team will explore the range of options for building climate resilience in accordance with the PPCR objectives and design elements.¹ The team will assist the Ministry of Environment (MOE) in organizing a series of workshops and national consultations to facilitate understanding among stakeholders regarding the approach of reviewing, analysis and prioritization of possible plans. They will suggest priority projects to be funded through PPCR and facilitate agreements on the working implementation arrangements for SPCR, including the roles of various government agencies, nongovernment organizations (NGOs), and the private sector.

3. The Government's proposal to the PPCR Sub-Committee and multi-lateral development banks (MDBs)² for the SPCR TA phase (up to \$1.275 million in additional funding) should describe the detailed scope of work, implementation arrangements, and cost estimates and financing plan. The Government's proposal to the PPCR Sub-Committee and MDBs for the SPCR program phase will describe the expected outcome and outputs from the SPCR Program (\$30-\$60 million), including a description of each program component with its respective recommended financial allocation and implementation modality.

4. The consulting team will provide the services and ensure that all work and outputs under the terms of reference comply with PPCR objectives and design elements and relevant MDB policies and guidelines.

5. The main tasks for the consulting team are as follows:

- (i) Review guidelines and background documents on PPCR.
- (ii) Review background materials on PPCR/SPCR and climate change in Nepal, including stocktaking reports, the PPCR Mission Aide Memoire, concept notes for each Thematic Working Group, the National Adaptation Programme of Action (NAPA) documents and the reports from the Local Adaptation Plan of Action (LAPA) transect appraisal.

¹ See Programming and Financing Modalities for the SCF Targeted Program, The Pilot Program for Climate Resilience. Climate Investment Funds. 16 July 2009.

² The concerned MDBs are the World Bank and ADB. The International Finance Corporation is also involved, as the private sector arm of the World Bank.

- (iii) Interact with the MOE, National Planning Commission (NPC), and Ministry of Finance (MOF), coordinators and members of the NAPA thematic working groups, and other relevant Government ministries and agencies.
- (iv) Interact with donors supporting climate adaptation programs in Nepal.
- (v) Carry out series of workshops/meetings with the government (all levels), international and national NGOs, the private sector and development partners to agree on plans and proposals for SPCR.
- (vi) Prepare the Government's proposal for the SPCR, ensuring that it conforms to the Government's expectations³.

C. Detailed Tasks of Individual Consultants (Please note the consulting team will be composed of individual consultants, to be engaged separately; not a firm. Interested applicants should state clearly which position they are applying for.)

6. The tasks of individual consultants will include, but will not necessarily be limited to, the following:

- 1. **Team Leader / Climate Change Adaptation Specialist** (international, up to 4 months)

7. The Team Leader / Climate Change Adaptation Specialist will have extensive knowledge and experience on interdisciplinary climate change planning preferably in South Asia and a working knowledge of managing climate change impacts. A minimum of 10 years of work experience in climate change-related fields is required. The consultant will:

- (i) Undertake scoping and review of existing possible plans for SPCR.
- (ii) Evaluate possible plans identified by each of the NAPA thematic working groups.
- (iii) Oversee the inputs of the Project Design Facilitator, Institutional Specialist, Natural Resources Management Specialist, and Infrastructure, Water and Energy Specialist.
- (iv) Develop a prioritization planning tool and prioritize projects for SPCR.
- (v) Weave the prioritized plans as project plans for implementation.
- (vi) Recommend mechanisms and tools for risk screening and climate proofing development initiatives.
- (vii) Produce drafts of the SPCR proposal(s) as needed to facilitate Government decision-making and consultation among stakeholders.
- (viii) Suggest for Government decision priority outputs and activities to be funded under the SPCR TA (up to \$1.275 million) and Program (\$30-\$60 million).
- (ix) Produce a national program and priorities for enhancing climate resilience consisting of (a) fully developed funding proposal for SPCR TA phase including detailed outputs and activities, specific implementation arrangements, cost estimates and financing plan, and consultant terms of reference; and (b) proposal for SPCR Program (\$30-\$60 million) outlining for each component a description of outputs and activities, implementation arrangements, and financial allocation.

³ The SPCR proposal should conform to the outline specified in Annex 1 of *Programming and Financing Modalities for the SCF Targeted Program, the Pilot Program for Climate Resilience (PPCR)*.

2. Project Design Facilitator and Deputy Team Leader (national, up to 6 months)

8. The Project Design Facilitator and Deputy Team Leader must have demonstrated experience in facilitating development project designs for a minimum 10 years. S/he will assist MOE in building consensus among a broader stakeholder group of governments, NGOs, academia and other professionals, and oversee the work of the other individual consultants in the absence of the Team Leader. The Project Design Facilitator will:

- (i) Design a process for SPCR design, including preparing, organizing national workshops in coordination with the national specialists.
- (ii) Facilitate national workshops and prepare proceeding documents.
- (iii) Assess and recommend ways in which to strengthen synergies between the SPCR and the NAPA managed by MOE;
- (iv) Assess and recommend ways in which to strengthen synergies between the SPCR and the Reducing Emissions from Deforestation and Degradation in Developing Countries initiative and its cell in MOFSC;
- (v) Assess and recommend ways in which to strengthen synergies between the SPCR and the implementation of the National Strategy for Disaster Risk Management managed by Ministry of Home Affairs (MOHA);
- (vi) Assess and recommend ways in which to strengthen synergies between the ongoing climate change initiatives including (but not limited to) the TA for Strengthening Capacity for Managing Climate Change and the Environment, the community-based vulnerability assessment and action-planning initiative, other local adaptation planning initiatives, the climate data digitization and statistical downscaling initiative, other donor's support for climate change adaptation programs, ongoing water resources management and knowledge management initiatives.
- (vii) Under the guidance of the Institutional Specialist, synthesize recommendations and facilitate stakeholder agreement on the proposed institutional arrangements for SPCR.
- (viii) Design and implement a communications strategy for the SPCR.
- (ix) Assist the Team Leader and specialist consultants in liaising with teams for other climate change initiatives to ensure harmonization and coordination of consultation processes and national workshops.
- (x) Develop working implementation arrangements for the SPCR TA (up to \$1.275 million) and Program (\$30-\$60 million), including roles of Government, NGOs and the private sector.
- (xi) Perform other relevant tasks as assigned by the Team Leader and Institutional Specialist.

3. Natural Resources Management Specialist (national, up to 6 months)

9. The natural resources management specialist will have extensive knowledge on interdisciplinary resource management and climate change impacts, especially in the areas of agriculture, forest and land use management, and small-scale water resources management. A minimum of 5 years of work experience is required on planning resource management projects. The consultant will:

- (i) Carry out review of agriculture, forest and small-scale water harvesting works including watershed management plans identified by the PPCR process.
- (ii) Collate existing country level climate change studies on agriculture, forest and small scale water resources development – including works carried out by governments, I/NGOs, UN agencies and academic institutions.
- (iii) Interact with government and other non-government agencies, the NAPA team and relevant thematic working groups.
- (iv) Assess ways to support community- or local-level adaptation planning, building on the initiatives already underway in Nepal.
- (v) Recommend ways to ensure the inclusion of women, children, elderly, and disadvantaged groups in SPCR.
- (vi) Prepare a draft detailed TA and outline SPCR proposal for the natural resources, agriculture, forestry, and social sectors.

4. Infrastructure, Water and Energy Specialist (national, up to 6 months)

10. The Infrastructure, Water and Energy Specialist will have extensive knowledge and experience on carrying out analysis of storage systems and infrastructures to address vulnerability and ensure protection of infrastructure investments in light of climate change impacts. A minimum of 5 years of work experience in a specific sector is required. The Infrastructure, Water and Energy Specialist will:

- (i) Gather data and conduct analysis on storage-systems considering available scenarios on climate change impacts.
- (ii) Review major infrastructure-related investments including possible plans identified by the PPCR process.
- (iii) Interact with government and other non-government agencies, the NAPA team and relevant thematic working groups
- (iv) Prepare a draft detailed TA and broad outline SPCR proposal for the energy, water supply and sanitation, multi-purpose water storage, transport, disaster risk management and urban development interventions.

5. Institutional Specialist (international, up to 1 person month)

11. The Institutional Specialist will assess the areas of synergy among existing institutions responsible for climate change, and ongoing and planned climate change adaptation initiatives. S/he will review financing and procurement options such as pooled funding, use of Government systems, use of NGOs etc. S/he will recommend the implementation arrangements for the SPCR (both TA and program phases) and build consensus among concerned stakeholders for the ways in which those responsible for SPCR collaborate with other initiatives. A minimum of 10 years of experience in institutional assessment, preferably in the environment sector, is required. The consultant will undertake the following tasks:

- (i) Determine the gaps in strengthening institutional capacity of Government agencies at all levels in building climate resilience into the development planning process, and recommend targeted capacity building activities during the TA phase and through learning-by-doing during the implementation phase.
- (ii) Develop recommendations for institutionalizing climate proofing mechanisms, tools, and/or protocols across climate-affected sectors.
- (iii) Draft the financing mechanism options and implementation arrangements for the SPCR proposal(s).

D. Reporting and Supervisory Arrangements

12. MOE will provide day-to-day supervision of the consultants.

13. The consultants will submit an inception report 2 weeks after team mobilization. Given the fact that the S-PATA implementation period is short and consultants will need regular feedback on their progress and ideas, the team leader will report progress in writing at the end of each subsequent month, and will send the reports to MOE, ADB, the World Bank, and key bilateral donors. These reports will also be made available to other concerned Government and non-government stakeholders. Key stakeholders will meet one week after the receipt of each progress report, to provide feedback to the consultants in a coordinated fashion. The draft SPCR proposal(s) will be submitted to the same stakeholders at the end of the fifth month of work, and be reviewed/discussed through the same procedure as the monthly reports.