

Terms of Reference

Consultant - International ESS, Gender and Climate Expert

Lebanon's Green Climate Fund Readiness Project

Issued on: 27 July 2020

Background:

The Green Climate Fund (GCF) is the world's largest dedicated fund helping developing countries to act on climate change. It was established by the United Nations Framework Convention on Climate Change (UNFCCC) in 2010. By channeling climate finance to developing countries, the GCF plays a crucial role in serving the goals of the Paris Agreement on climate change, adopted in 2015.

The Ministry of Environment in Lebanon is currently leading the implementation of the *"Strengthening and enhancing Lebanon's institutional arrangements and capacity to enable and optimize access to the Green Climate Fund"* project (2020-2022) which aims at supporting Lebanon to efficiently tap into the fund. Therefore, Lebanon has to align itself with GCF requirements and expectations which entail the following:

1. National sectoral projects and policies have to clearly identify their linkages to climate change;
2. The government has to coordinate and prioritize its needs across all sectors and stakeholders (this includes CSOs, the private sector and municipalities), and incorporate those priorities and needs in a **Country Programme** for engagement with the GCF;
3. The national focal point of the fund, called the Nationally Designated Authority (NDA) (in Lebanon's case, the Ministry of Environment), has to be capacitated, both technically and legally, to coordinate Lebanon's access to the fund and to evaluate project proposals. This includes the development and implementation of a clear and institutionalized procedure (called the **No Objection Procedure**, NOP) to evaluate, select and prioritize GCF proposals from all stakeholders in line with national priorities;
4. The Ministry of Environment has to draft a **Gap Assessment Report** detailing: (1) the Government and the Ministry's strengths that facilitate alignment with GCF requirements, including on environmental and social safeguard (ESS) and gender, (2) the weaknesses and gaps that may hinder/delay alignment with GCF requirement, (3) the capacity building needs to overcome weaknesses and gaps.

Please refer to **Annex 1** to learn about the type of questions that will be tackled to implement the above-mentioned activities.

Objective of the consultancy:

The Objectives of the consultancy are:

- to ensure that a gender sensitive approach to climate finance in the country is guaranteed, whereby women's participation in training workshops, demonstration activities and management committees will be strongly promoted.
- to ensure that Environmental and Social Safeguards principles and guidelines are mainstreamed throughout project outputs and within relevant institutions

The consultancy will focus on 3 areas of activities:

1. Gap assessment of the NDA's capacity in terms of meeting GCF's ESS and Gender requirements. The findings are to be captured together with specific recommendations for the NDA in the gap assessment report (40%);
2. Operational guidelines for the NDA and material for trainings on ESS & Gender, including guidelines for integrating gender and ESS in climate change policies (40%);
3. Evaluation of lessons learned from partner countries with regards to integration of ESS & Gender elements in NDAs' operations and procedures (20%).

General Terms:

- The International ESS, Gender and Climate Expert will be engaged in a fixed- price consultancy contract for a one-year duration.
- The selected candidate will work under the direct supervision of the National Technical Coordinator at the Ministry of Environment and the Coordinator of the Sustainable Development Climate Change and Gender Programme at the South Centre.

Qualifications, Experience and Skills

Education:

- Advanced University Degree (Master's degree or equivalent; PhD an asset) in Environmental Science, Social Development, Gender Studies, Law, Economics, Political Science, or International Relations or related fields of study. Background in other areas may be considered based on experience and performance in previous positions.

Experience:

- A minimum of 5 years of progressively responsible experience in sustainable development with focus on gender policy, environmental and social safeguards (ESS) and climate policy;
- Demonstrated experience in gender policy design, conducting ESS studies and programming with national governments and international organizations on international and national development in the context of climate change and sustainable development;
- Knowledge of environmental and social risks in relation to climate change mitigation and adaptation initiatives in developing countries;
- Knowledge of institutional mandates, policies and operations in relation to ESS, Gender and Climate Change in developing countries;
- Experience with GCF Readiness and Preparatory Support program in a technical or advisory capacity is a strong advantage;

- Strong understanding of the climate policy and finance landscape and institutional arrangements;
- Strong experience in working on issues of environmental justice and equity with stakeholders from developing countries.

Language and Other skills:

- Fluency in both spoken and written English (working language);
- Knowledge of French and/or Arabic is an asset

Competencies:

Professionalism and technical skills:

- Working and liaising with public administration, development partners, United Nations system NGOs, academia, and the private sector;
- Conscientious and efficient in meeting commitments, observing deadlines and achieving results.

Functional skills and abilities:

- Experience and demonstrated ability in conducting research;
- Strong analytical skills and ability to adapt to national context;
- Excellent communication and organizational skills;
- Proactive, motivated and meticulous with an ability to be flexible and adaptive;
- Strong exposure and knowledge of Microsoft office applications, mainly, Excel, Word, Power Point

Scope:

Under the supervision of the National Technical Coordinator at the Ministry of Environment and the Coordinator of the Sustainable Development Climate Change and Gender Programme at the South Centre, the consultant shall carry out the below tasks. The Project Management Unit (PMU) will provide backstopping support with necessary information and data, which it can access from different consultancy services for the project. The following tasks will be performed:

Task 1: Conduct a capacity gap assessment of the NDA in light of the GCF's ESS & Gender requirements. Contribute to a gap assessment report that evaluates the NDA's overall capacity and cover specific sections in the assessment report that discuss ESS & Gender issues, including making specific recommendations to enhance the capacity of the NDA in this regard.

1. Elaborate the **GCF's requirement** with regards to ESS & Gender and what all procedures and systems apply for a comprehensive operationalization of the NDA.
2. **Review stakeholder mapping** exercise undertaken by the PMU and make sure relevant groups and stakeholders are included.
3. **Review gender analysis report** and other gender and climate change material produced and work undertaken by the climate change office at the Ministry of Environment, in order to identify entry points for the present consultancy.

4. **Review the SDG-NDC sectoral integration sheets** as a complimentary assessment to identify entry-points for ESS mainstreaming.
5. **Assess the NDA's capacity** to evaluate and address environmental and social risks associated with GCF initiatives in the country with particular attention to gender and identify the gaps in dedicated sections of the gap assessment report.
6. Propose a programmatic approach that would allow the NDA to manage environmental and social risks associated with GCF funded activities in the country. This shall also include an information disclosure process that facilitates dissemination of relevant environmental and social information. Capture these elements together with specific recommendations on **capacity development** of the NDA in the gap assessment report.

Task 2: With the support of the PMU, produce training material and operational guidelines related to ESS & Gender and guidelines to integrate ESS & Gender in climate change policies

1. Produce **operational guidelines** that aim to guide the NDA in its expected roles in mainstreaming ESS & Gender issues in all aspects of country programme/project development, appraisal, implementation, monitoring and coordination.
2. Based on evaluation of GCF requirements on ESS & Gender, produce **training material** that the NDA can use and disseminate in workshops and trainings to inform stakeholders on the relevance of ESS & Gender in the GCF and broader climate finance context. Target stakeholders include the private sector, civil society and partner public institutions aiming to apply for GCF projects.
3. Produce **guidelines** that propose a context-specific approach to integrate ESS & Gender considerations in national climate change policies, building on the work already undertaken by the climate change office at the Ministry of Environment in that regard.
4. Participate in one **mission** to support the PMU in delivering trainings and workshops related to gender and sustainable development integration in climate finance. Depending on the circumstances imposed by the COVID-19 response, alternative solutions might be considered in agreement with the PMU. Costs related to travel will be covered by the PMU and are not to be accounted for under this consultancy.
5. **Support the work of other consultants** under the project and ensure the Environmental and Social Safeguard and Gender guidelines are integrated in their work, with a special focus on project concept notes to be produced.
6. Review and **advise on ESS and Gender** knowledge and communication material produced by the PMU.

Task 3: Support with evaluation of lessons learned from partner and other countries with regards to ESS & Gender issues in the GCF context

1. With the support of and input by the PMU, evaluate lessons learned of partner countries' NDA with regards to fulfilling the GCF's ESS & Gender requirements. Analyze the procedures of the selected NDAs and identify approaches that can be replicated and modified to suit the national circumstances in a brief.

2. Extend evaluation to other countries as is needed in case the ESS & Gender approach of selected partner countries do not offer a replicable benchmark model.

Mode of work:

- Work implies frequent interaction with the Project Management Unit (PMU). The PMU staff will have access to knowledge and analysis of a national consultancy firm and other individual local and international consultants that cover, among other areas, Climate Policy, Climate Finance, and the Private Sector;
- Work may also entail consultations with officials at Ministry of Environment, other officials, community groups and other stakeholders within Lebanon, other consultants under the project, and the staff of the South Centre;
- One mission to Lebanon is foreseen – pending developments related to the COVID-19 situation (alternative scenarios such as virtual consultations/meetings may be applicable). **Travel fees are to be covered by the project and not to be accounted for in the offer for this consultancy;**
- The PMU at the Ministry of Environment will be heavily involved in guiding progress and communication with stakeholders;
- The PMU will be responsible for organizing meetings, workshops, arranging for venues, printing material, issuing invitations and all other logistical and coordination matters needed for the implementation of the work of the consultant.

Results expected:

Task 1 (40%):

- ESS & Gender sections, including recommendations and guidelines for capacity development, covered in gap assessment report;

Task 2 (40%)

- Operational guidelines produced for the NDA to fulfill GCF's ESS & Gender requirements
- Training materials on ESS & Gender developed for use and dissemination by the NDA
- Guidelines produced that detail methodology to integrate ESS & Gender in Climate Policies

Task 3 (20%):

- Contributed to brief with compilation of suitable case studies and approaches by covering sections on ESS & Gender integration.

Timeframe of service delivery:

Deliverable	Deadline	Remuneration
Outputs related to task 1	2 months from contract signature	40%
Outputs related to task 2	10 months from contract signature	40%

Outputs related to task 3	10 months from contract signature	20%
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Contract type and Remuneration:

The International ESS, Gender and Climate Expert will be engaged in a fixed- price consultancy contract for a one-year duration, with the possibility for continuation for the second year depending on agreement and progress with deliverables. Once selected, a Special Services Agreement (SSA) will be signed with the awarded consultant in accordance with the regulations in force for the South Centre for such Special Services Agreements.

Selection Process:

Application should be sent in English at applications@southcentre.int (stating 'ESS & Gender – Lebanon' in the subject) no later than CET 24.00 hrs. on **12 August 2020**.

Application should include:

- A Curriculum Vitae describing previously accomplished work related to institutional arrangements and analysis of ESS & Gender;
- Cover letter with indication of availability;
- Detailed financial proposal.

Copies of qualifications, previous employment certificates, publications etc. should not be sent with the application. These may be requested at later stage.

Only short-listed candidates would appear for an interview. Only successful candidate shall be contacted and thus candidates are kindly requested to refrain from enquiring about progress of their application.

The selected candidate is expected to take up the assignment by **31 August 2020**.

About the South Centre:

The South Centre is the inter-governmental policy research institution of developing countries, with currently 54 developing country member States from Africa, Asia and the Pacific, and Latin America and the Caribbean. The South Centre promotes more effective South-South cooperation and coordination, supports developing countries in participating in and voicing their development interests and priorities more effectively in various multilateral and regional development policy-related issues and fora, and provides policy advice and technical assistance to governments on their national development-related policies.

The main activities of the Centre are policy research and analysis, convening of meetings and conferences for developing countries to share views and experiences, and technical assistance and capacity building activities. The issues taken up by the Centre include international and regional trade policy, global macroeconomic and finance issues, global public health, innovation and intellectual property policy, climate change, environment and sustainable development, international economic issues including tax policy, external debt and international investment policy; human rights policy; global governance for and North-South relations, South-South cooperation, and global governance for development. The South Centre has three major institutional pillars: The Council of Representatives in which the Member States are represented; the Board comprising a Chairperson and members who act in their individual capacities and provide guidance to the Secretariat; and the Secretariat headed by the Executive Director which implements the activities of the South Centre. The Secretariat is accountable to and works under the guidance of the Board and the Council.

Annex 1:

The key questions that should drive the Capacity and Gap Assessment are:

- What is the present state of the NDA (human, financial, technical capacities, expertise, mandates, network, visibility, location and ability to influence or drive its mandate vis-à-vis line-ministries, cabinet, parliament, other multilateral climate funders, finance ministry, the private sector etc.)
- What factors inhibit or support the institutionalization of the NDA and its development?
- What are the nature of and constraints around convening authority of the NDA
- What is the level of respectability afforded to the NDA secretariat?
- What is the ability of the NDA to respond to demands (coming from and with regard to GCF funding)?
- Which procedures are in place or missing that affect the NDA's mandate?
- What is the scope, opportunities and challenges for the NDA building strong effective partnership with the private sector, sectoral experts etc.
- What are the capacities of the NDA (and how can these be strengthened and enhance) vis-à-vis:
 1. Policy: identify and elaborate on and ensure alignment with National development plans, sector plans, understanding of relevant areas of public goods, fiscal incentives and tax breaks etc. relative to its mandate, de-risking instruments
 2. Regulation: ensure awareness and knowledge with regards to compliances with national laws and regulatory standards
 3. Technical: M&E and Monitoring, Reporting, Verification (MRV)
 4. Finance: knowledge and comfortability with de-risking CF instruments, CF framework, risk management
 5. Project management
 6. ESS
 7. Gender
- What are the strengths, weakness, opportunities and challenges (and recommendations to mitigate or enhance these facing the NDA, institutionally) in terms of:
 1. **Communication:** in relation to coordinating readiness and funding programme, NOP, nominations of (national) implementing entities, stakeholders, dissemination of documents in multiple languages, M&E/MRV; and production of knowledge tools on GCF programme and nomination appraisals.
 2. **Strategic Country Programme planning & oversight:** inclusive of knowledge of national development plans, climate change and sector plans such as LEDs or NAMA and coordination with line-ministries and focal points of other multilateral funds, on issues that are relevant to the development of national priorities and strategic plans.
 3. **Nomination of NIEs:** capacity to assess proposals, run competitive consultation process for enabling and ensuring EDA (Enhance direct access), oversight of NIEs and project implementation.
 4. **NOP:** unique national NOP process for Lebanon with the capacity to: look into how, when and where NIE/IEs submit funding proposals; evaluate their capacities in terms of ESS & Gender; map proposals with GCF investment criteria; involve

stakeholders; undertake technical/financial/strategic analysis, inclusive of political risk; do a cost benefit analysis

5. **Capacity to identify and mobilize external/additional financial support** by e.g. internally e.g. line-ministries, private sector or other international funders
6. **Capacity to address and monitor issues** related to auditor general and auditing climate projects
7. **Capacity to offer advisory services**, if deemed desirable, to stakeholders such as NIEs, private sector, ministry of environment etc.
8. **Capacity and awareness of how to address or overcome bottlenecks** within government system which relate to the NDA's mandate and scope of work