



ToR for National Consultant to lead the process

Post title: National Consultant on leading the implementation of GCF Readiness Project

Project title: *Support to Republic of Moldova in establishment and strengthening the NDA, development of strategic framework, and preparation of country programme.*

Reporting to: Project Manager,

Duration of assignment: 200 days (during the months: December, 2017 – September, 2019)

Starting date: December, 2017

Background

The Conference of the Parties (COP) to the United Nations Framework Convention on Climate Change (UNFCCC) provided in 2011 in Decision 1/CP.16 for the establishment of the Green Climate Fund as an operating entity of the financial mechanism under Article 11 of the Convention.

The Green Climate Fund (GCF) was established with the purpose of making a significant and ambitious contribution to the global efforts towards attaining the goals set by the international community to combat climate change. In the context of sustainable development, the Fund will promote a paradigm shift towards low-emission and climate-resilient development pathways by providing support to developing countries to limit or reduce their greenhouse gas emissions and to adapt to the impacts of climate change.

The Fund was designated as an operating entity of the financial mechanism of the United Nations Framework Convention on Climate Change (“UNFCCC”). It is governed and supervised by a Board that has responsibility for funding decisions pursuant to the Governing Instrument for the Green Climate Fund. It is supported by an independent Secretariat, accountable to the Board, having management capabilities to execute day-to-day operations of the Fund, providing administrative, legal and financial expertise.

The Green Climate Fund (GCF) Readiness Programme, a joint partnership between UNDP, UNEP, and World Resource Institute (WRI), is a global programme to support countries for enhanced access to international climate finance. The Fund has established the Readiness and Preparatory Support Programme to provide support to National Designated Authorities (NDAs) or focal points, nominated by countries to engage with the Fund. It is a priority mechanism that will help ensure that Fund’s programming is effective and country owned. The core objectives of the readiness programme are consistent with the Fund’s Governing Instrument and prior Board and Conference of the Parties (COP) decisions. Within the Fund’s Secretariat, the Country Programming Division (CPD) is responsible for engagement with developing countries, providing support to help countries and entities access to the Fund’s resources, including through funding support from the Readiness Programme.

A Draft Agreement between the Government of the Republic of Moldova and the Green Climate Fund on the privileges and immunities of the Green Climate Fund are under consideration.

A Grant Agreement was signed 28 April, 2017 between the Republic of Moldova and GCF on implementing Readiness Programme based on commonly agreed standards policies, conditions and

terms was signed. Based on this Agreement the GCF support was provided to the Climate Change Office, Ministry of Agriculture, Regional Development and Environment of Moldova (MoARDE) to implement the activities under the Project *Support to Republic of Moldova in establishment and strengthening the NDA, development of strategic framework, and preparation of country programme*. The Readiness and preparatory support will help to establish and mandate the National Designated Authority (NDA) to engage with GCF, build the knowledge and capacities of the MoARDE team to efficiently manage GCF operational process, to efficiently communicate with Fund's board and secretariat, to access the Fund's resources and carry out the necessary due diligence. Having the strengthened NDA will help Moldova to successfully utilise direct access to GCF climate finance.

The Readiness resources will be used for the buy-in of stakeholders and strengthen the cooperation among institutions, civil society, non-profit entities, women associations and academia to develop a clear sense of climate change priorities that GCF can support. Engaging with the private sector will be a special focus of Readiness support awareness raising and training activities aiming at developing capacities for implementing innovative and transformative projects across the country. GCF climate finance will be used to support coherent, nationwide efforts for climate action and sustainable development and contribute to country's paradigm shift development in response to climate change.

Through defining of GCF specific strategic framework, the conditions will be created to move from project-based support to programmatic and strategic approaches to support from the Fund, consistent with national sustainable development plans. Establishing a country-driven, gender-sensitive and participatory Coordination Mechanism (CM) for GCF-related activities to implement Moldova's programming priorities aligned with SDGs, LEDS, NAP goals will enable the NDA for prepare capacities of stakeholders, in particular potential accredited agencies for GCF project proposals development and implementation. The NDA will enhance the understanding of Fund's accreditation and project requirements and the degree to which national entities met the requirements. Potential nominated agencies will receive support in developing funding proposals through enhanced direct access modality. The Monitoring and Evaluation (M&E) component established as part of CM and operationalized in a transparent manner will help the NDA to undertake oversight and to adjust activities to secure project outcomes and manage risks.

Tasks contained in this ToR are intended to serve as minimum requirements for the National Consultant to undertake the assignment. Additional tasks that add to a greater understanding of key issues may be addressed, as necessary.

Objective of the assignment:

As part of the GCF Readiness Project *Support to Republic of Moldova in establishment and strengthening the NDA, development of strategic framework, and preparation of country programme*. a service of a consultant is sought to lead the process on (i) building the knowledge and capacity of the MoARDE team on GCF operation in order to fulfil its NDA role, coordinate across stakeholders and facilitate effective consultation and communication along with (ii) engaging the stakeholders in identifying priorities for collaboration with Fund, produce the country programme document aligned with initial guidance from the Fund.

Scope of the work:

The Project will contract a National Consultant to act as a Team Leader to support the team of international and national consultants to carry out activities on capacity building within the Republic of Moldova GCF NDA and the UNFCCC Focal Point of the Republic of Moldova and other focal points in line Ministries in order for the NDA to facilitate the process for the preparation of GCF compliant concept notes and project proposals prepared by accredited entities and line Ministries and ensure their alignment with national programmes and priorities along with the development of country specific criteria to screen projects and to ensure consistency with national climate strategies and plans and country-driven approaches in order to provide no-objection. The Team Leader will lead the activities for the development of a strategic framework which will be fed into Moldova GCF country programme that would be consistent with the identified national climate change policies, strategies, plans and priorities. The strategic framework and the country programme will be developed in a national consultative process. The Team Leader will lead the development of an inclusive and gender-responsive M&E framework in support to the NDA in providing the oversight on the overall portfolio and report towards the fulfilment of national priorities.

The National Consultant on leading the process will be assisted by the National Consultants and International Consultants in the implementation of the activities and will work under the guidance of Project Manager. He/she will also work closely with the respective national partners, including state institutions, local authorities, private sector, civil society and international organizations. It is expected that the work will be done through intensive consultations with all stakeholders involved in the Readiness GCF Project. Necessary literature review, policy and documents analysis, as well as inter-ministerial meetings and multi-stakeholder workshop consultations will be organized during the implementation of the project.

Responsibilities:

- Supervise and provide ICs and NCs team with well supported and actionable recommendations on the steps required to enable development of:
 - the NDA operational manual,
 - the no-objection procedure on funding proposals submitted to the GCF,
 - the draft of Government Decision /Ministerial Order for operationalization of no-objection procedure,
 - a long-term in-country Coordination Mechanism for key stakeholder consultation with respect to project ideas, concepts and proposals to be submitted to the GCF,
 - the Strategic framework defining strategic priorities for engagement with GCF,
 - the Country Programme of adaptation and mitigation priority areas aligned with GCF policies,
 - the concept notes, drawing on the Moldova's NDCs, NAPS, LEDS, SDGs, other national climate related policies and processes,
 - multistakeholder consultation process, including key development sectors, private sector and civil society,
 - oversight mechanism through a gender-responsive monitoring and evaluation of future GCF funded projects at the national level,
 - awareness raising and information materials on GCF Project activities and results, accreditation process, environmental and social safeguards.
- Ensure the linkages of GCF activities and products with Moldova's NDCs, LEDS, CCAS the NAP process, SDGs, other national climate and development priorities to create a coherent climate architecture;
- Ensure the team structure arrangements for performing the tasks outlined in this ToR;

- Provide conceptual and were applicable, methodological guidance and support for the achievement of the assignment’s general objective in which will be assisted by the NCs and ICs.
- Supervise consultations and discussions on coordination structure and mechanism with key ministries representatives and other relevant stakeholders;
- Supervise and guide the preparation and execution of a communication strategy and action plan to engage key stakeholders as well as the general public (with special emphasis on the inclusion of women and vulnerable groups) on the Fund’s purpose, progress and accessibility;
- Supervise activities on sensitizing policy-makers, decision-makers and legislators of key sectors, civil society and private sector on the importance of GCF operational modalities, as well as the role, functions and operation of the, and the governance structure for decision-making and no objection;
- Review consultants reports and products and provide comments for their improvement and final approval;
- Apply a gender sensitive approach entailing the participation of women and gender experts during the implementation of GCF Project;
- Insure gender inclusive process through gender mainstreaming into all project’s activities and products;
- Insure active participation of private sector in Project’s activities and support them in the accreditation process;
- Supervise and participate in GCF Project trainings and capacity building activities;
- In collaboration with PIU to organize awareness raising and consultation events.

Major deliverables:

Nr	Deliverables	Time
1.	Produce a detailed work plan to complete the task assigned in the ToR within the timeframe.	December, 2017
2.	On-going consultation process between NDA and GCF Secretariat established.	March, 2018
3.	NDA operational guidelines developed together with NCs.	April, 2018
4.	No objection procedure developed, disseminated in Romanian language and implementation started.	August, 2018
5.	The concept of Coordination Mechanism as a consultation process developed with contribution of NCs.	April, 2018
6.	A comprehensive report on multistakeholder coordination mechanism activities produced.	April, 2018
7.	Draft of Monitoring, oversight system for domestic and external financial sources developed with contribution of NCs.	September, 2018
8.	Draft of Country Strategic Framework and Country Programme, including adaptation and mitigation priorities developed with contribution of NCs.	September, 2018
9.	Validation workshop on Strategic Framework held and a Report outlining the workshop’s proceedings completed.	October, 2018
10.	Public awareness activities on GCF operational modalities, roles, functions and operation of the NDA and governance structure for decision making and no objection implemented with contribution of NCs.	December 2017- Septemebr 2019
11.	Knowledge dissemination events organized with consideration of gender specific needs to ensure equal participation organized with contribution of PIU and NCs.	December 2017- Septemebr 2019
12.	The draft of Government document on NDA operational procedures	December, 2018

	and standards in Moldova and Country Programme produced	
13.	Contribute to the identification of entities for accreditation with GCF	September 2018 -May 2109
14.	Support to the development of project concept notes by potential entities.	September 2018-February, 2019
15.	Provide support in the development of project proposals to be submitted to the fund.	January 2019-December 2019
16.	A minimum of 6 stakeholder consultation meetings, trainings and workshops organized with contribution of the PIU and NCs.	December 2017-Septemebr 2019
17.	The ToRs for consultants involved in the Readiness Project developed.	December 2017-Septemebr 2019
18.	Gender considerations mainstreamed in project activities and stakeholder consultation process with contribution of NCs.	December 2017-September, 2019
19.	Review of Reports and comments produced.	December 2017-September, 2019
20.	Final report on the accomplished work with annexes as needed.	September 2019

Organizational arrangements

The selected Consultant is expected to work in a close cooperation with the national stakeholders and the PIU. The consultant shall work under the guidance of the Project Manager.

Financial arrangements:

Payments will be disbursed in several installments, upon submission and approval of deliverables by the Manager of the Project and certifications that the services have been satisfactorily performed.

Qualification Required:

- Advanced university degree in environmental science, economy, jurisprudence or other relevant field or similar field or equivalent working experience in the area;
- At least 10 years of progressively responsible professional experience in climate change, including at least 7 years of experience at the international level.
- Knowledge of GCF Readiness Programme implementation;
- Knowledge of institutional mandates, policies and guidelines related to climate related process;
- Excellent proven 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;
- Sound knowledge of economic system in Moldova;
- Fluency in written and spoken Romanian and English is required for this assignment. Knowledge or Russian will be an asset.

Climate Change Office, MoARDE is committed to workforce diversity. Women, persons with disabilities, persons living with HIV are encouraged to apply.

Documents to be included when submitting the proposals:

- Personal CV including past experience in similar projects.
- Cover Letter
- Financial Offer

Interested persons should submit their **documents** by **17h00, December, 25, 2017** to the following address:

- a) By Mail: 156A, Mitropolit Dosoftei St., MD-2004, Chisinau, Climate Change Office of the
- Ministry Agriculture, Regional Development and Environment, off. 37
- b) By E-mail: clima@clima.md
- c) By fax: 022 23 22 47.

Only those shortlisted will be contacted.