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DRAFT

**TERMS OF REFERENCE**

# **Individual Consultancy Services to Prepare Project Document on “Support to enhance The Gambia’s resilience and capacities through effective and efficient climate actions, access to energy services, disaster risk and sustainable natural resources management for environmental protection and enhanced livelihoods”**

**1) General Background**

Until the recent political impasse (December 2016) and the failed attempted coups in 2006 and 2014, The Gambia has enjoyed relative peace and a stable political environment. The Gambia Human Development Index value increased from 0.330 to 0.441 between 1990 and 2014,[[1]](#footnote-1) reflecting progress towards the achievement of the Millennium Development Goals, with goal 2[[2]](#footnote-2) and goal 4[[3]](#footnote-3) achieved by 2015. Its long-term ‘Vision 2020’, the Gambia’s socio-economic development strategy for the period 1996-2020, is aimed at raising the standard of living of Gambians by transforming the country into a middle-income country by the year 2020. Its main highlights include among others: Enhanced conservation and sustainable use of natural resources, energy and environment through effective use of legal and economic instruments, public awareness, community participation in natural resource management, impact assessment and disaster risk management among others. Three medium-term development plans[[4]](#footnote-4) have not generated the growth required for the achievement of middle-income status, as economic reforms were affected by policy slippages and other shocks. The successor plan being formulated by the government is aligned to Vision 2020, the Sustainable Development Goals and Agenda 2063 of the African Union. Poverty is one of the key drivers of biodiversity/natural resources loss and environmental degradation in the Gambia.

The majority of the people depend for their basic requirements entirely on natural resources, which are often exploited unsustainably. Such high demands, coupled with unsustainable practices of exploitation and utilization as well as other important drivers of environmental degradation, have placed undue pressure on the natural resource base thereby impacting negatively on biodiversity resources. This is evident in the growing trend of the pollution of water resources, decline in fisheries stock, over-dependence of the population on fuelwood as the principal source of energy, thus contributing to deforestation, loss of biodiversity, land degradation and loss of soil fertility among others. All of these points to the weak integration of environmental concerns into socio-economic development efforts. The Gambia’s rapid population growth rate (2.8% per annum), with its growing demand for food, shelter and other vital services, further compounded by weak national environmental management capacity, exerts tremendous pressure on its land and biological resources and ecosystems.

The country’s energy resource–base is modest and comprises principally fuelwood, which is extracted from the forest resources and account for about 80% of total energy consumed. Renewable energy resources comprise mainly solar and wind energy, with the solar regime having highest potential even though its consumption is less than 0.1% of the national energy consumption.

Over the past 17 years (1999-2016), the Gambia has experienced a number of natural and anthropogenic disasters and other calamities. These situations often disrupt lives and livelihoods of affected populations, resulting to loss of life, shelter, clothing and food insecurity thereby aggravating the worsening poverty situation. The severe floods experienced in 1999, 2003 that affected 13% of the population and in 2002, 2006, through to 2016, negatively and significantly impacted on the lives of affected populations and reversed negatively the socio-economic development gains achieved over the years.

With its low-lying coast, the Gambia is vulnerable to the effects of climate change with the predicted increase in droughts, floods, sea-level rise, accelerated coastal erosion as well as adverse impacts on key sectors of the national economy such as agriculture, energy, forestry including coastal forests and water resources. Coastal erosion is a serious environmental threat- the estimated volume of beach sand extracted for construction and other purposes stands at approximately 100,000 to 160,000 m3 /year, and coastal erosion at the rate of 2m per annum (SOER 2010); these trends, if not checked, will be compounded by the effects of sea-level rise as a result of climate change. Furthermore, erratic rainfall patterns have created problems for crop and livestock production and have had a serious impact on forest structure and rejuvenation. Decreasing availability of fodder has caused cattle herders to expand their grazing area, thereby entering and damaging the forests. The resulting decreases in forage and re-growth of forests, further advanced by bushfires have led to decreases in the availability of deadwood, while greatly reducing the species composition.

The CPAP (2012-2016) MTR revealed that UNDP supported both upstream and downstream interventions in the environment, and contributed to the development of a background paper for the formulation of a climate –resilient strategy and formulation of a Strategic Environment Assessment (SEA) policy for the Gambia. Equally, UNDP supported the adoption of sustainable climate smart agricultural practices for small-scale producers, rehabilitation of degraded mangrove ecosystems, coastal protection, early-warning systems for better planning and management of climate –related disasters and shocks. Among the MTR recommendations for the environment and energy cluster is to further consolidate on the gains so far registered by the CO in environment mainstreaming, Protected Areas (PA) management and sustainable use of natural resources, DRR, energy and climate. The MTR also recommended to make Environment and Energy a standalone cluster for the following reasons: (i) in line with the Post 2015 Global agenda, environment is one pillar of the Sustainable Development (SD) triangle; (ii) GEF portfolio increased from a little over US $ 400,000 in 2007-2010 to its current programme funding level of US $13.4 million (Coastal project-$8.9 million, Biodiversity-$ 1.5 million, Early Warning project-$ 3.0 million), and (iii) with the anticipated GCF (US$ 30 million) and NAMA (US$ 7 million) resources. In recognition of the CO’s excellent working relationship with the Ministry of Environment, there are huge potentials for the portfolio to get even bigger, which will require more hands on deck to deliver results effectively. This makes it compelling to establish a dedicated programme for the environment, and to upgrade the capacity of the team for effective delivery of projects. In alignment with the United Nations Development Assistance Framework, 2017-2021, and the UNDP strategic plan, 2014–2017, the UNDP CPD (2017-2021) now focuses on three main result areas:- **(a) inclusive economic growth and poverty eradication; (b) governance and human rights; and (c) environment and resilience** **development.** UNDP will continue to leverage its comparative advantage by addressing the root causes of vulnerability[[5]](#footnote-5) to accelerate growth, build resilience and promote good governance while complementing the efforts of the United Nations country team. The strategic choices are in line with the broad objectives of the post-2015 agenda, Agenda 2063 of the African Union, and the Istanbul Programme of Action. The small size of the country office and limited resources, both human and financial, dictate that the CPD 2017-2021 adopts a more focused approach, and limit itself to the three main result areas described above.

**2) Scope of Consultancy**

## The purpose of the consultancy is to develop a project/programme document in line with UNDP project template on support to strengthen “***The Gambia’s resilience and capacities through effective and efficient climate change actions, access to energy services, disaster risk and natural resource management for environmental protection and enhanced livelihoods”.***

## UNDP will continue to support the application of evidence-based policymaking for increased resilience; improved absorptive, adaptive and transformative climate change actions, access to energy services, disaster risk management, enhancement of national capacities of at-risk communities; and the establishment of appropriate, coordinated and timely responses to risks and shocks. UNDP continues to lead the climate change and resilience-building agenda and forges effective partnerships within national and international frameworks.[[6]](#footnote-6) The support enables the Government to implement the national climate change policy, 2015-2019 and the Paris Agreement reached at the twenty-first session of the Conference of the Parties, and promote natural resources management and the rollout of the Sustainable Energy for All initiative, the disaster risk management policy and strategy, 2014-2017, and the renewable energy policy. UNDP continues to play its role of strengthening national capacity to assess, respond to and coordinate disaster and climate risk management. The programme supports implementation of the national biodiversity strategy and action plan, and strengthen protected areas management, sustainable use of natural resources and reforestation of degraded lands through the land use policy. UNDP will re enforce its support for the mainstreaming of low emissions, climate resilience, risk assessment and management into development plans; development of early warning systems; and implementation of priority mitigation and adaptation measures to reduce vulnerability across key sectors. UNDP support will enhance the effectiveness of post-disaster recovery; the rehabilitation of degraded ecosystems and watering points; and construction of climate-resilient infrastructure. The development of a climate readiness plan will be critical for resource mobilization. UNDP will introduce innovative production techniques linked to agricultural value chains to facilitate local communities’ adaptation to climate change. The programme puts in place plans to engage the private sector in issues of natural resources management. UNDP is already providing catalytic support to assist the Gambia in accessing the Green Climate Fund and the Global Environment Facility (GEF) to implement its national obligations,[[7]](#footnote-7) while strengthening dialogue and exploring funding opportunities with Qatar, the European Commission and the Government of Japan. South South and triangular cooperation will be explored for community-based poverty reduction, renewable energy and a green economy. The pillar will contribute to the attainment of sustainable development goals 12, 13, 15 and 17. Building on the experience gained during the Millennium Development Goals period, and leveraging its leading role in the Development Partners’ Group, UNDP will strategically support the rollout of the sustainable development goals,[[8]](#footnote-8) working with the Government, civil society organizations, the private sector, United Nations organizations and development partners.

**3) OBJECTIVES AND TASKS OF THE ASSIGNMENT**

The objective for this consultancy is to develop a detailed project/programme document entitled: **Support to enhance The Gambia’s resilience and capacities through effective, and efficient climate actions, access to energy services, disaster risk and sustainable natural** **resource management for environmental** **protection** **and enhanced livelihoods**. This will be an output of the main outcome of the CPD and contribution to the UNDAF result area three (3) on “national institutions and community capacities are strengthened for effective DRM, climate change response actions and resilience building”.

**4) SCOPE OF WORK**

* Detailing the work plan and implementation schedule as agreed upon with UNDP and Ministry of Environment, Climate Change & Natural Resources (MECCNAR);
* Reviewing the UNDAF and CPD 2017-2021 with a view to identifying strategic intervention areas and entry points, and aligning the proposal to the UNDP project document template and standards;
* Undertaking relevant consultations and engagements to gather relevant inputs and priorities with key national interlocutor within government and the private, NGO, CBO/CSO sector, **including youth and women as primary users of natural resources/biodiversity;**
* Ensure that the project document takes into account and is consistent with ongoing GEF and related projects in the area of the environment for purposes of complementarity and mutual supportiveness
* The project document should be subjected to the UNDP Social and Environmental Screening (SES) procedure to ensure sustainability, **and determine its possible impact on youth and women**
* Developing draft project document including Results and Resources Framework RRF) with all necessary work plans and budgets (2017, 2018, 2019, 2020 and 2021) and submit for inputs by UNDP and MECCNAR,
* Identify partnerships, synergies with other development partners such as FAO, World Bank, IFAD and AFDB in areas where UNDP has a comparative advantage.
* Developing draft project document with all necessary work plans and budgets and submit for inputs by UNDP and the Ministry of Environment, Climate Change & Natural Resources;
* Cross sectoral linkages with other streams of UNDP work especially poverty and employment, governance and human rights;
* Finalizing the Project document incorporating the gaps identified and meeting the UNDP project document standards.

**5) DELIVERABLES**

The outputs to be delivered and duration are as per schedule proposed below:

* Work plan and implementation schedule should be submitted 3 days after signing the contract
* Draft Project document to be submitted by 14 of April 2017, Final Project document approved by UNDP to be submitted to UNDP and Ministry of Environment, Climate Change & Natural Resources by 28th April, 2017

**6) REPORTING**

The Consultant will work under the overall guidance of a Technical Team headed by the DRR programmes with support from the Programme Specialist, Environment & Resilient Development of the UNDP Country Office, The Gambia in close collaboration with the Planning unit of MECCNAR, NEA, Ministry of Energy, NDMA and other related natural resources management institutions.

**7) Quality Assurance**

The consultant will submit the draft project document on 14 April 2017 the latest. UNDP and Ministry of Environment, Climate Change & Natural Resources and other relevant institutions will review the draft within seven working days, after which the consultant will be given fourteen additional days to finalize the project document.

**8) DURATION OF CONSULTANCY**

The assignment is expected to take 25 working days upon signing of the contract

**9) QUALIFICATION, EDUCATION AND EXPERIENCE**

Education:

* A PhD in Development Studies, Environment, Agriculture, Forestry, project management and related fields, OR a Master’s degree with at least 10 years of experience in the field of consideration

Experience:

* At least 10 years of relevant working experience with programming and project development
* Proven familiarity with UNDP project formulation processes and ;
* Experience working with international donors and UNDP;
* Experience working with a variety of stakeholders in The Gambia, including government agencies, NGOs, Civil Society, communities, etc. will be an added advantage;
* Experience in the development of complex environment related project documents for development partners
* Demonstrated analytical, communication and report writing skills.

##### Language Requirements:

Fluency in written and spoken English.

**10) COMPETENCIES**

**Corporate Competencies**

* Demonstrates integrity by modeling the UN’s values and ethical standards;
* Promotes the vision, mission, and strategic goals of UNDP;
* Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;
* Treats all people fairly without favoritism;
* Fulfills all obligations to gender sensitivity and zero tolerance for sexual harassment.

**Technical Competencies:**

* Excellent oral and written communication skills, with analytic capacity and demonstrated ability to synthesize complex information in high quality papers/reports and in effective presentations to different audiences;
* Skills in facilitating meetings effectively and efficiently;
* Ability to develop and maintain partnerships/relationships, including with clients, focusing on results for the client/partner and responding positively to feedback.

**Professionalism:**

* Excellent analytical and organizational skills;
* Exercise the highest level of responsibility and be able to handle confidential and politically sensitive issues in a responsible and mature manner.

**Communication:**

* Active listening and dialogue (acknowledges and responds constructively to the points of view of others);
* Excellent writing and verbal communication skills;
* Communicate effectively in writing and verbally to a varied and broad audience in a simple and concise manner.

**Teamwork:**

* Projects a positive image and is ready to take on a wide range of tasks;
* Focuses on results for the client;
* Welcomes constructive feedback.
* Good interpersonal and networking skills, ability to establish and maintain effective working relations, supports and encourages open communication in the team, and facilitates teamwork.

**11) DURATION OF ASSIGNMENT, DUTY OF STATION AND EXPECTED PLACES OF TRAVEL**

* The assignment is expected to be carried out between 1st April 2017 and 14th May 2017.
* Duty station: home based and possibly travel to the Gambia if deemed necessary
* The Consultant will be given access to relevant information necessary for execution of the tasks under this assignment;
* The Consultant will be responsible for providing her/his own working station (i.e. laptop, internet, phone, scanner/printer, etc.) and must have access to reliable internet connection;
* The consultant will report weekly via email and calls to the Supervisor;

Payments will be made upon satisfactory delivery of outputs, certification of payment form, and acceptance and confirmation by the Supervisor on outputs satisfactorily delivered.

**12) PAYMENT SCHEDULE**

15% upon signing of contract;

45% upon submission of draft project proposal and;

40% upon submission of final acceptable project document.

**13) EVALUATION CRITERIA**

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| 1. **Technical Capacity and Related Qualifications** | | Points Obtainable |
| 1.1 | * PhD in Development studies, Agriculture, Environment, Forestry, project Management & related fields, OR a Master’s degree with at least 10 years of experience in the field of consideration | 30 |
| 1.2 | * At least 10 years of relevant working experience with climate change mitigation and adaptation , DRR, Natural Resource Management and energy | 50 |
| 1.3 | * Proven familiarity with UNDP project formulation processes and mechanisms, and experience in developing environment related project documents; | 50 |
| 1.4 | * Experience working with international donors and UNDP; | 30 |
| 1.5 | * Experience working with a variety of stakeholders in the Gambia or similar country, including government agencies, NGOs, Civil Society, communities, etc. will be an added advantage; | 20 |
| 1.6 | * Demonstrated analytical, communication and report writing skills. | 20 |
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|  | Total Possible Points | **200** |

**Deadline for submission**

The deadline for submission will be Mid-March 2017, and submission should be done at the UNDP office to the following address:

5 Kofi Annan Street,

P.O Box 553

Cape Point

Bakau

Or

Email:

[Registry.gm@undp.org](mailto:Registry.gm@undp.org)

1. Human Development Report, 2015. [↑](#footnote-ref-1)
2. Gross enrolment rate reached 101.2 per cent in 2015: 103.5 per cent for girls and 99 per cent for boys. Millennium Development Goals status report, 2014. [↑](#footnote-ref-2)
3. Infant and child mortality rates dropped to 34 and 54 per 1000, respectively, against the target of 42 and 67.5 per 1,000 births by 2014. Millennium Development Goals status report, 2014. [↑](#footnote-ref-3)
4. The most recent national development plan is the programme for growth and employment, 2012-2015, extended to 2016. [↑](#footnote-ref-4)
5. Weak institutions for economic and social service provisions, weak governance systems, frequent extreme weather events, lack of integrated early-warning and disaster risk management system, limited endowment of natural resources, and high population growth. [↑](#footnote-ref-5)
6. Sustainable development goals, multilateral environmental agreements, the Montreal Protocol and Capacity 21. [↑](#footnote-ref-6)
7. The obligations include the Rio conventions: the United Nations Convention on Biological Diversity, the United Nations Conventions to Combat Desertification and the United Nations Framework Convention on Climate Change (UNFCCC) [↑](#footnote-ref-7)
8. Key sustainable development goals to which the country programme will contribute: 1, 5. 8, 10, 12, 13, 15, 16 and 17. [↑](#footnote-ref-8)