



TERMS OF REFERENCE

Job title:	International Consultant to conduct cross-sectorial analysis of the impact of climate change on vulnerable groups
Duty station:	Home-based
Reference to the:	"NAP-2: Advancing Moldova's National Climate Change Adaptation Planning" Project
Payment arrangements:	Lump sum contract (payments linked to satisfactory performance and delivery of outputs)
Contract type:	Individual Contract (IC)
Contract Duration:	40 working days, May – November 2023

1. BACKGROUND

Climate change is already profoundly impacting the conditions for resource availability and agricultural activities. Over the last decade, the country has experienced several extreme events, such as droughts and major floods, along with the cumulative effects caused by increased mean temperature and the uneven distribution of precipitation throughout the year, which have had negative consequences on the country's economy, and its population wellbeing and health. Severe droughts are recurring more frequently, causing significant economic losses. The increasing scope and intensity of extreme events have also resulted in increased frequencies of high-risk situations. By 2050, an increase of 2–3°C in the average temperature, an additional 32 days that exceed the current maximum temperature by 10%, and another 12 days with zero precipitation are projected.

The Government sees the National Adaptation Planning (NAP) process as key to achieving the adaptation objectives outlined in its 2014 Climate Change Adaptation Strategy of the Republic of Moldova and its 2020 Nationally Determined Contributions (NDC), as well as the continued mainstreaming of climate change considerations into its policies and budgeting processes. The proposed project supports the Republic of Moldova's Government in advancing the second cycle of its National Adaptation Planning process (known as NAP-2). The outcomes of the NAP-2 national adaptation planning processes are:

- Outcome 1: To strengthen and operationalize the national steering mechanism for climate change adaptation (CCA);
- Outcome 2: To improve the long-term capacity on planning and implementation of adaptation actions through CCA technologies;

- Outcome 3: To improve the mainstreaming of climate change adaptation through the increased alignment of national development priorities in the priority sectors (forestry, health, energy, and transport).

The project will contribute to UNDAF, 2018-2023 outcome #3 (The people of Moldova, especially the most vulnerable, benefit from enhanced environmental governance, energy security, sustainable management of natural resources, climate, and disaster-resilient development). Additionally, the project will contribute to the UNDP Country Programme Output 3.3 (National and sub-national governments have improved capacities to integrate resilience to climate change and disasters into development plans and practices to reduce population's vulnerability). Other than that, the project will contribute to the National Development Strategy "Moldova 2030" by ensuring resilience to climate change by reducing risks related to climate change and by facilitating adaptation in six priority sectors - agriculture, water resources, health, forestry, energy, and transport.

The preliminary work under the first cycle of the NAP (known as NAP-1) supported developing a NAP as a process, conceptualizing and developing its elements, including the national steering mechanism, and laid down the groundwork towards long-term adaptation planning. Despite the progress, significant gaps remain in integrating climate change considerations into many of the national priority sectors' development policies and their associated budget priorities. National appropriations for CCA remain limited.

The NAP-2 goals will be achieved within two parallel implementation tracks. The first track implemented by UNDP expands and deepens the national approach developed under the NAP-1 and strengthens synergies both vertically, at different levels of the governance, and horizontally, between the sectors affected by climate change to reduce duplication of efforts, pool scarce resources for efficient use, and ensure a coherent and comprehensive approach to the integration of CCA responses into development planning. In contrast, the second track will focus on adaptation in the agriculture sector and will be concurrently implemented under FAO's auspices.

The National Designated Authority has coordinated with the UNDP and the FAO country offices to ensure the complementarity and congruency of the activities and exchange, as appropriate. By its very nature, the NAP-2 will facilitate the integration of CCA into existing strategies, policies, and programmes and establish a strong foundation for the integration of methods, tools, and information systems in day-to-day planning activities to inform decision-makers on the climate risks effectively and to enable the informed formulation of resilient projects and financing strategies.

On the other hand, it is well known that climate change increases gender inequality, reduces women's ability to be financially independent, and has an overall negative impact on women's social and political rights, especially in economies heavily based on agriculture. In many cases, gender inequality means that women are more vulnerable to climate change's adverse effects. Women can (and do) play a critical role in response to climate change due to their local knowledge of and leadership in sustainable resource management or leading sustainable practices at the household and community level. For this purpose, the project will contract an international consultant to conduct an in-depth gender-disaggregated cross-sectorial analysis of the impact of climate change on vulnerable groups.

2. SCOPE OF THE WORK, DUTIES AND RESPONSIBILITIES

The gender-disaggregated cross-sectorial analysis of the impact of climate change on vulnerable groups, with specific focus on rural women is part of the project 'NAP-2: Advancing Moldova's National Climate Change Adaptation Planning'. It is implemented under Sub-Outcome 1.3: Climate change information and knowledge base expanded. The sectors of interest are transport, energy, water, forestry, and health.

Two main data collection approaches will be used to prepare the analysis. These are 1) a desk review of relevant literature, i.e., readily available quantitative and qualitative data; and 2) complementing semi-structured interviews with selected vulnerable groups and key informants conducted by project staff on site.

The interview questions for selected vulnerable groups focus on generating data on their activities, roles and responsibilities, including in the relevant sectors, their personal perceptions of climate change impacts on them and their own / their family's livelihoods, and risk and resilience factors (e.g., access to and control over resources and assets, such as income, land, agricultural equipment).

The interview questions for key informants to be less focused on their personal lived experience but rather centered on their professional expertise and observations. Key informants to be interviewed should for example include knowledgeable government officials who have experience with gender work and the intersection of gender and the sectors in question; staff working for NGOs with a focus on gender; representatives from women's groups; scientists, including social scientists, and researchers in the country; and professionals working in the sectors in question (e.g., medical doctors, private sector representatives working for energy companies).

The analysis will comprise at least three core sections on findings/study results that will be presented for each of the selected vulnerable groups: the first one will focus on the respective situational context; the second one will portray everyday lives of members of each selected vulnerable group; and the third one will present primary and secondary data from the interviews and the literature on the (perceived) impacts on climate change on members of each selected vulnerable group.

The findings presented in these sections will then be compared and contrasted in the analysis section, accompanied by key lessons learned and good practices identified throughout the study process. Subsequently, limitations of the study will be flagged (e.g., time constraints, sample size) and conclusions formulated.

Specific tasks:

The consultant will work in close cooperation with the Project Manager and Team Leaders. Under the project manager's supervision, the consultant will conduct an in-depth gender-disaggregated cross-sectorial analysis of climate change's impact on vulnerable groups and integrate gender vulnerabilities into the national and sectorial CCA policies. All provided support, advice and

recommendations should be in line with the GCF Gender Policy and Gender Action Plan 2020-2023 , UNDP Gender Equality Strategy and the National Strategy on Ensuring Equality between women and men (2017-2021) for the Republic of Moldova . The specific tasks are presented below.

- Desk review of the available documents in the field of climate change (both trends and predictions) relating to Moldova, and review of reports related to socio-economical vulnerabilities of the country;
- Data analysis: analysis of interviews of 5 vulnerable groups, as well as data from the National Bureau of Statistics, the Meteorological department, and other departments for insights into trends and situations;
- Conduct interviews with key informants to gauge inputs on qualitative assessments and recommendations;
- Conduct an in-depth gender-disaggregated cross-sectorial analysis of the impact of climate change on vulnerable groups, with a specific focus on rural women.

3. EXPECTED DELIVERABLES AND TENTATIVE TIMEFRAME

The assignment will require the completion of the following tasks:

No.	Deliverables	Tentative timeframe
1	Deliv.1: Desk review of documents available in terms of climate change (both trends and predictions) relating to Moldova, and review of reports relating to socio-economical vulnerabilities of the country	May 2023, 3 w.d.
2	Deliv.2: Report on interview of key informants on their professional expertise and observations in relation to gender	June 2023, 5 w.d.
3	Deliv.3: Report on analysis of qualitative data collected on site from 5 vulnerable groups	July 2023, 6 w.d.
4	Deliv.4: Draft Report on the gender-disaggregated cross-sectorial analysis of the impact of climate change on vulnerable groups and one consultation workshop organized	September 2023, 18 w.d.
5	Deliv.5: A workshop or meeting organized online to present the findings and recommendation	October 2023, 2 w.d.
6	Deliv.6: Final Report on the gender-disaggregated cross-sectorial analysis of the impact of climate change on vulnerable groups, integrating the comments received by the stakeholders	November 2023, 6 w.d.

Note: Deliverables and the final timeline can be amended or specified for the purpose of the assignment.

4. MANAGEMENT ARRANGEMENTS

The consultant will work in cooperation with the Team Leader for Component 1 and under the supervision of the Project Manager.

This is a part-time consultancy. It is expected that the Consultant begins the assignment in May 2023 and completes it in November 2023.

Performance evaluation: The Consultant's performance will be evaluated against such criteria as timeliness, responsibility, initiative, communication, accuracy, and quality of the products delivered.

Language of the deliverables: All communications and deliverables related to the assignment will be in English.

5. FINANCIAL PROPOSAL

Lump sum contracts

The financial proposal shall specify a total **lump sum amount**, and payment terms around specific and measurable (qualitative and quantitative) deliverables (i.e. whether payments fall in installments or upon completion of the entire contract). Payments are based upon output, i.e. upon delivery of the services specified in the TOR. In order to assist the requesting unit in the comparison of financial proposals, the financial proposal will include a breakdown of this lump sum amount (including fees, taxes, travel costs, accommodation costs, communication, and number of anticipated working days) (see Annex 2 of the Offeror's Letter Confirming Interest and availability).

Travel

This assignment is home-based. In the case of unforeseeable travel, payment of travel costs including tickets, lodging and terminal expenses should be agreed upon, between the respective business unit and Individual Consultant, prior to travel and will be reimbursed.

6. QUALIFICATION AND SKILLS REQUIRED

Qualifications:

- Master's Degree or equivalent in climate related or social sciences, human rights, women/gender-related fields, or other fields relevant to the assignment.

Experience:

- At least 5 years of progressively responsible professional experience in the climate change adaptation area.
- At least 3 years of progressively responsible professional experience in carrying out gender studies, applying gender lens to climate actions and gender mainstreaming.

Competencies:

- Demonstrates knowledge of climate change adaptation aspects, including vulnerability assessments.
- Proficiency in stakeholders' engagement, conducting analysis of climate change impact on vulnerable groups, sectors, economies, etc.
- Familiarity with methodologies to carry out cross-sectorial analyses and studies, conducting surveys, data analysis and reporting.

Language:

- Fluency in English is required for this assignment; knowledge of Romanian or Russian will be an advantage.

Proven commitment to the core values of the United Nations, in particular, respecting differences of culture, gender, religion, ethnicity, nationality, language, age, HIV status, disability, and sexual orientation, or other status.

The United Nations in Moldova is committed to workforce diversity. Women, persons with disabilities, Roma and other ethnic or religious minorities, persons living with HIV, as well as refugees are particularly encouraged to apply.

7. PAYMENT MODALITIES

The Consultant will organize and facilitate the implementation of all activities as described above; his/her payment will be lump sum amount based, disbursed in several instalments, upon submission and approval of deliverables and certification by Programme Manager that the services have been satisfactorily performed.

8. APPLICATION PROCESS

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

1. Proposal, explaining why he/she is most suitable for the work, including past experience in similar assignments, providing a brief information on above qualifications and methodology on how he/she will approach and conduct the work (if applicable).
2. Signed and filled-in Offeror's letter to UNDP confirming interest and availability for the individual contractor (IC) assignment, incorporating Financial proposal in Annex 2 (in USD, specifying a total requested amount per working day, including all related costs, e.g. fees, phone calls etc.). Annex 2 to the Offeror's letter, incorporating the Financial Proposal, shall be filled in mandatorily and includes the detailed breakdown of costs supporting the all-inclusive financial proposal;
3. CV with at least three names for a reference check.

Important notice:

The applicants who have the statute of Government Official / Public Servant prior to appointment will be asked to submit the following documentation:

- a no-objection letter in respect of the applicant received from the Government, and;
- the applicant is certified in writing by the Government to be on official leave without pay for the entire duration of the Individual Contract.

A retired government official is not considered in this case a government official, and as such, may be contracted.

9. EVALUATION

Initially, individual consultants will be **short-listed** based on the following minimum qualification criteria:

- Master’s Degree or equivalent in climate related or social sciences, human rights, women/gender-related fields, or other fields relevant to the assignment.
- At least 5 years of progressively responsible professional experience in the climate change adaptation area.
- At least 3 years of progressively responsible professional experience in carrying out gender studies, applying gender lens to climate actions and gender mainstreaming.

The short-listed individual consultants will be further evaluated based on the following methodology:

Cumulative analysis

The award of the contract shall be made to the individual consultant whose offer has been evaluated and determined as:

- responsive/ compliant/ acceptable, and
- having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.

* Technical Criteria weight – 60% (300 pts);

* Financial Criteria weight – 40% (200 pts).

Only candidates obtaining a minimum of 210 points would be considered for the Financial Evaluation.

Criteria	Scoring	Maximum Points Obtainable
<u>Technical</u>		
Master’s Degree or equivalent in climate related or social sciences, human rights, women/gender-related fields, or other fields relevant to the assignment.	Master’s – 10 pts; PhD – 20 pts;	20
At least 5 years of progressively responsible professional experience in the climate change adaptation area.	Up to 5 years – 0 points, 5 years – 20 points, each additional year – 5 points up to max. 50 pts;	50
At least 3 years of progressively responsible professional experience in carrying out gender studies, applying gender lens to climate actions and gender mainstreaming	Up to 3 years – 0 points, 3 years – 10 points, each additional year – 5 points up to max. 40 pts;	40

Subtotal desk review Scoring – 110 pts.		
Interview (demonstrated technical knowledge and experience; communication/ interpersonal skills; initiative; creativity/ resourcefulness). Only the first 4 applicants that have accumulated the highest technical score shall be invited to the interview.		
Competencies:		
Demonstrates knowledge of climate change adaptation aspects, including vulnerability assessments	limited <20 pts, satisfactory <40 pts, extensive <60 pts	60
Proficiency in stakeholders' engagement, conducting analysis of climate change impact on vulnerable groups, sectors, economies, etc.	limited <20 pts, satisfactory <40 pts, extensive <60 pts	60
Familiarity with methodologies to carry out cross-sectorial analyses and studies, conducting surveys, data analysis and reporting.	limited <15 pts, satisfactory <30 pts, extensive <50 pts	50
Fluency in English is required for this assignment; knowledge of Romanian or Russian will be an advantage	English – max 10 pts. Romanian – max 5 pts. Russian – max 5 pts.	20
Subtotal Interview Scoring – 190 pts.		
Maximum Total Technical Scoring		300
Financial		
Evaluation of submitted financial offers will be done based on the following formula: $S = F_{min} / F * 200$ S – score received on financial evaluation; F_{min} – the lowest financial offer out of all the submitted offers qualified over the technical evaluation round; F – financial offer under consideration		200

Winning candidate

The winning candidate will be the candidate, who has accumulated the highest aggregated score (technical scoring + financial scoring).