

NDC Partnership In-Country Facilitator for Belize

Terms of Reference

BACKGROUND

Context

The NDC Partnership is a global coalition of countries and institutions collaborating to drive transformational climate action through sustainable development. In 2015, the world endorsed the Paris Agreement and the 2030 Agenda for Sustainable Development. Nations signal their commitments to the Paris Agreement through Nationally Determined Contributions (NDCs) - each country's strategy to cut its own greenhouse gas emissions and build resilience against the negative effects of a changing climate. The Partnership advances the goals of the Paris Agreement by bringing together nearly 200 countries and institutions in new ways to accelerate NDC implementation and enhance ambition over time. The Partnership is governed by a Steering Committee, co-chaired by two country representatives. The Partnership's work is facilitated by a Support Unit based at World Resources Institute in Washington DC and the UNFCCC Secretariat in Bonn, Germany.

The Government of Belize joined the NDC Partnership in 2018 and has received support from the NDC Partnership in several areas including the update of its first NDC. Belize's updated NDC focuses on reducing emissions from the forestry, transport, energy, and waste sectors and strengthening the resilience of coastal and marine resources, agriculture, water resources, tourism, fisheries and aquaculture, human health, infrastructure, and forestry.

Belize and the NDC Partnership recognize the importance of having an in-country expert to serve as a Facilitator, to help coordinate and mobilize actors and resources to coordinate the development of new and updated NDCs, to implement the NDC Implementation Plan and to regularly update on progress. The Facilitator will be supporting the National Climate Change Office (NCCO) in matters related to climate change NDC development and NDC implementation.

Facilitation Model

The Facilitator will be embedded in the National Climate Change Office (NCCO) at the Ministry of Sustainable Development and Climate Change to assist coordination and resource mobilization for the implementation of the NDC Implementation Plan and to promote a whole-of-government and coordinated approach to adaptation and mitigation actions.

Roles and Responsibilities

In each country, the In-Country Facilitator serves as the NDC Partnership's interface in country and operates as a liaison between the country and other NDC Partnership member countries. Contrary to the function of Implementing Partners (IPs), which implement directly, the In-Country Facilitator's role is

purely one of coordination and supportive facilitation. Working on behalf of the partner government, the In-Country Facilitator plays a key role in ensuring the smooth implementation of the Country Engagement Process, by supporting ongoing coordination efforts between the Support Unit, the various partners in the NDC Partnership, and the member country government.

This involves working with the member country to refine its objectives for support over time (including articulation of the Partnership Plan); coordinating the Partnership Plan at country level; and serving as an anchor to assist the NDC Partnership in communicating and coordinating services at country level. The In-Country Facilitator will also liaise with the NDC Partnership Support Unit for vertical information-sharing, including both contributing to and accessing knowledge products.

The In-Country Facilitator will work under the direct supervision of the NDC Partnership's government Focal Point at the Ministry of Sustainable Development and Climate Change, and will also work in close coordination with the NDC Partnership Support Unit to carry out the following tasks:

Component I: NDC development, updating and Implementation - Coordination and Institutional support

- Provide coordination and technical support to the NCCO for the development and updating of NDCs.
- Support the NCCO to secure technical assistance in mainstreaming gender and youth in climate change actions specifically in the NDC development and implementation and the tracking of gender responsive actions.
- Support the NCCO to foster local governments engagement and whole of society approach in developing NDCs and implementing climate actions.
- Support the NCCO to prepare requests to the NDC Partnership on prioritize needs, including those identified in the NDC Implementation Plan as needed.
- Regular follow ups with partners and donors that pledge support to Belize's NDC Implementation and support to the design of concept notes, ToRs and other resource mobilization tools, including mapping support and mobilizing additional support.
- Support Government focal points in tracking the progress of implementation of the NDC Implementation Plan in collaboration with the other government focal point institutions, including NDC sector line ministries and Implementation Partners.
- Compile monthly, quarterly, and annual country update reports on the implementation of the NDC Implementation Plan for internal and external circulation. Quarterly and annual reports should document changes in operational context relating to NDC implementation and should identify barriers, gaps, strategies, and actions necessary to advance NDC implementation and tracking.

- Coordinate with the NDC Partnership Focal Point and local partners to implement strategies and actions necessary to address barriers and gaps relating to NDC implementation and tracking. Report on implemented actions in monthly, quarterly and annual reports.
- Track and update NDC Implementation Plan in Belize's online platform for ease of access, update and navigation.
- Contribute to updating the NCCO's MRV system with data and information regarding the implementation of NDC actions and the achievement of targets.
- Facilitate internal coordination of NDC Partnership focal points for effective NDC implementation.
- Periodically update the implementation status of the various actions of the NDC Implementation Plan, through reviews of national, sub-national and sectoral policies, legislation and plans to map priorities and linkages to the NDC Mitigation and Adaptation targeted actions.
- Popularize the NDC Implementation Plan with various non state actors - development Partners coordination platforms and Private sector platforms while leveraging and mobilizing their respective advantages in support of the NDC Implementation Plan actions.
- Conduct on-going capacity development (i.e., technical assistance and formal/informal on-the-job training) at the Ministry of Sustainable Development **and Climate Change**, line ministries and other no-government stakeholders involved in the implementation of the NDC.
- Support the Ministry of Sustainable Development **and Climate Change** to secure technical assistance and coordinate resource mobilization in increasing access to climate finance.

Component II: Knowledge and Learning and Communications:

- Liaise with the NDC Partnership Support Unit for vertical (national / regional / global) information-sharing, including both contributing to and accessing knowledge products.
- Work with Focal Points in identifying and disseminating information on best practices and stories of change.
- Support NCCO in organizing platforms (workshops and meetings) aimed at engaging all relevant stakeholders, including development partners that are not NDC Partnership members and facilitation of annual stop and reflect exercises on the NDC Implementation Plan implementation.

Deliverables

Specific deliverables include:

Deliverables	Timeframe
Monthly Reports	First report due under this contract on 31 July 2024 and thereafter monthly until the end of the contract in April 2025.
Quarterly Reports	Every quarter, a comprehensive report of activities should be submitted, and will count as monthly report for the months of September and December 2024, and March 2025

Timeframe and Duty Station

This is a full- time position based in Belmopan, Belize at the NCCO for 9 months with possibility of extension based on performance. The expected start date is 15 July 2024.

Requirements

- Advanced degree in public policy (climate/environment), economics, public finance, sustainable development, or a similar field;
- At least 5 years of experience in climate/environment and sustainable development in Belize;
- Familiarity with the Paris Agreements and in-depth knowledge of national climate change policies, strategies and plans;
- Demonstrable experience working in climate change tasks in Belize, including, but not limited to, mitigation and adaptation action, government policy and legal frameworks.
- Demonstrated experience working with MRV, M&E, and results-based management tools and systems;
- Demonstrated skills in managing and aligning diverse groups of stakeholders, including development agencies, non-state actors / civil society, financial institutions, the private sector, and others;
- Experience working with stakeholders in Belize’s public sector, private sector and civil society;
- Excellent writing, editing, digital, and oral communication skills;
- Proficiency in English.

How to Apply

To apply, please submit a complete application package that includes CV, cover letter and daily remuneration expectation to Fernando Mendez Monroy at fernando.mendezmonroy.5@ndcpartnership.org by **13 June 2024**, with the subject **‘Belize NDC Partnership In-country Facilitator Application’**.

EVALUATION AND SELECTION

Evaluation Criteria

The following elements will be the primary considerations in evaluating all proposals submitted in response to this RFP:

- Completion of all required elements;
 - CV
 - Cover Letter
 - Daily remuneration expectation
- The extent to which the consultant's proposal fulfills WRI's stated requirements as set out in the RFP;
- Overall cost of the consultant's proposal;
- Debarment and sanctions – WRI will not consider proposals from consultants that are presently debarred by the U.S. government or named on any restricted parties lists;
- Sustainability – WRI values sustainability and all other factors being equal, will favor a proposal to more sustainably perform the work.

The applicant offering the best overall value will be selected. For this procurement, the non-price aspect is considered to be of higher importance than the price aspect.

Selection Process

No application/proposal development costs shall be charged to WRI / all expenses are to be borne by the bidders. WRI may award to the bidder offering best value without discussion. However, WRI reserves the right to seek bidder clarifications and to negotiate with those bidders deemed to be within a competitive range.

WRI may, at its discretion and without explanation to the prospective consultants, choose to discontinue this RFP without obligation to such prospective consultants. or make multiple awards under this RFP. Contracts will not be awarded to consultants debarred by the US government or named on restricted parties lists.