

# **Terms of Reference: National Climate Finance Expert for the Philippines**

22 February 2021

## **BACKGROUND**

The NDC Partnership is a coalition of countries and institutions committed to supporting countries in implementing and increasing the ambition of their Nationally Determined Contributions (NDCs). In May 2018, the Philippines became a member of the Partnership. The country has Focal Points appointed from the Climate Change Commission and the National Economic and Development Authority, and avails support of the Partnership in terms of technical assistance for the implementation of its NDC, as well as for designing monitoring and evaluation frameworks.

The Partnership works through country-driven approaches and is founded on the principle that effective cooperation, together with horizontal and vertical coordination, can fast-track the achievement of results and enhance collective impact of invested resources. Member countries who request support and drive in-country implementation of NDCs obtain access to a large network of partners who can deliver a flexible array of services (i.e. technical assistance, financial support and knowledge enhancement).

The Philippines is set to submit its NDC as part of its commitment to the Paris Agreement, which will encompass a broad range of sectors including AFOLU, IPPU, waste, transport, and energy. To fully achieve the conditional targets of the NDC, the Philippines will require substantial national and international financing from both the private sector and international development institutions. The country has already developed some innovative mechanisms for climate finance, but will require additional resources, instruments, and solutions to drive investment toward low-carbon, climate resilient development, as envisioned in its NDC, which is currently being finalized, and the We Recover as One plan.

Considering these developments, the NDC Partnership will provide a Climate Finance Expert to the Government of the Philippines to strengthen access to climate finance.

## **About the NDC Partnership**

The NDC Partnership is a global coalition of countries and institutions working to mobilize support and achieve ambitious climate goals while enhancing sustainable development. Through our Partnership, members leverage their resources and expertise to provide countries with the tools they need to implement their NDCs and combat climate change to build a better future. Hosted by WRI and the UNFCCC Secretariat, the NDC Partnership has members in all regions of the world, with staff in Washington, DC, and Bonn, Germany.

# SCOPE OF WORK AND DELIVERABLES

## Scope of Work

The role of the consultant is to support the NDC Partnership's Focal Points of the Philippines in mobilizing resources for the implementation of the country's priority for NDC actions and Partnership Plan. In particular, the consultant will provide his/her climate finance expertise to enhance the country's capacity to access to international climate finance for project development as well as to strengthen program management of the National Designated Authority (NDA) 's country portfolio.

## Duties and Responsibilities

In particular, the Climate Finance Expert will be responsible for working with the government of the Philippines to:

- Provide technical advisory services to the NDA to the Green Climate Fund (GCF), particularly on strengthening program management of the country portfolio for funding windows of the GCF;
- Lead the writing and development of concept notes, readiness proposals, and funding proposals, in coordination with the Focal Points, particularly on paradigm-shifting projects contributing to both resilient recovery and climate ambitions.
- Conduct analysis of existing policies, tools and approaches in integrating climate mitigation and adaptation, green growth and the current economic and fiscal response measures to the COVID-19 pandemic, in the development of the concept notes and/or proposals;
- Liaise with other national government agencies, local government units, and other stakeholders in the conduct of consultation meetings, workshops, and other activities related to the development of the concept notes and/or proposals;
- Review CCC and GCF-related policies, guidelines and processes, GCF Country Programme, Screening and Evaluation Tool (SET) developed for GCF and other related documents;
- Prepare policy briefs and position papers on climate-finance matters and related critical issues as may be required by the Focal Points;
- Participate as resource person in climate finance-related meetings and activities of the CCC and the NDA with guidance from the Focal Points;
- Submit a monthly report to the Focal Points and NDC Partnership on the progress of tasks carried out within the reporting period;
- Engage and facilitate discussions with representatives of relevant local and international development organizations, banking, and financial institutions and other public and private entities to gather insights and recommendations for developing low-carbon and climate-resilient projects and for improving the NDC and the country's economic recovery plans;
- Document relevant exchanges with stakeholders and provide Focal Points with information highlights, agreed steps, and division of responsibilities and timelines. The exchanges may include sectoral ministries, private sector actors, subnational government officials, civil society, international cooperation partners, etc.
- Support and provide insights on vertical (national/regional/global) information sharing and periodic exchanges with members of the NDC Partnership and other parties;
- Prepare inputs and documentation as requested by the Focal Points in relation to the activities carried out in line with this assignment; and

- Carry out any other relevant duties within his/her technical competence as may be requested by the Focal Points and the NDC Partnership Support Unit.

## Duration

The placement of the Expert would be proposed for a period of nine (9) months on an intermittent basis. The modalities can be adjusted based on country context and the government's guidance. The duration may be extended based on performance on delivery of outputs, additional responsibilities and deliverables, and availability of additional resources.

## Deliverables

- Green Climate Fund Readiness and Preparatory Support Proposals (GCF- RPSP) for National Adaptation Plan
- Two (2) Draft Concept Notes for submission to the Green Climate Fund various funding facilities, including the Enhanced Direct Access facility, taking into consideration existing policies, tools and approaches in integrating climate mitigation and adaptation, green growth, and the current economic and fiscal response measures to the COVID-19 pandemic;
- Support Project Outline for the Nationally Appropriate Mitigation Action (NAMA) Facility for the Ambition Initiative;
- Financing strategy for the implementation of the country's Nationally Determined Contributions.
- Review of CCC and GCF-related policies, guidelines and processes, GCF Country Programme, Screening and Evaluation Tool (SET) developed for GCF and other related documents capacity needs assessment, and recommendations to improve the review and quality assurance process for concept notes, readiness proposals or funding proposals received by the NDA;
- Policy briefs and position papers on climate-finance matters and related critical issues;
- Synthesis report of meetings, highlighting: (i) intersectoral multi-stakeholder dialogues to promote a whole-of-government government approach on financing NDC implementation, and (ii) dialogues with national stakeholders, including private sector and/or civil society organizations and development partners on support needed to advance NDC implementation; and
- Monthly progress reports, highlighting key interventions, exchanges and consultations, and other progress made on undertaking the duties and responsibilities in this TOR.

## QUALIFICATIONS AND COMPETENCIES

### Qualifications and Skills

- University degree in relevant discipline (e.g., economics, public policy, sustainable development, climate change adaptation and mitigation, international development and cooperation, natural sciences or a related field); advanced degree will be an advantage;
- Minimum of 2 years of experience in the preparation of concept notes and project proposals for climate-related projects;
- Operational understanding of Green Climate Fund processes and guidelines;

- Advanced knowledge of global and domestic climate change issues and initiatives in the areas of green growth including the use of analytical tools;
- Strong interpersonal skills with ability to work under pressure and to establish and maintain effective work relationships;
- Demonstrated analytical, problem-solving, and strategic skills;
- Excellent written and verbal English communication skills is a must;
- Dedicated team player; punctual and with excellent time management skills;
- Ability to lead and work effectively with people face-to-face and remotely;
- Ability to work with international setting of working modality;
- Work experience with an international organization or national government agency will be an advantage;
- Must be a Filipino national based in Metro Manila, Philippines;
- Must possess maturity and professional ability to handle sensitive information to respect confidentiality during and even after the contract period; and
- Experience and relevant skills in the use of the Office suite (MS Word, Excel, PowerPoint, etc.), virtual communication tools (e.g. Microsoft Teams, Zoom, Skype) and other tools and packages for project management purposes.

## Competencies

- Excellent communication, articulation, and coordination skills;
- Understands different interests and seeks conciliation and coordination of activities;
- Meets goals and deadlines with quality and consistency;
- Works to deliver agreed goals, dealing with challenges in a constructive way;
- Assumes responsibility and works for target achievement, overcoming obstacles, setbacks, and uncertainties;
- Uses resources, methods, partners, and information effectively;
- Take initiative and lead processes;
- Analyzes complex technical materials (including data) and makes them concise and relevant;
- Introduces complex conceptual ideas in practical terms to others.
- Adapts the communication to the specific public;
- Build informal networks internally and externally and visualize them as part of the value creation process;
- Constantly looks for opportunities to learn and share;
- Demonstrates behaviors such as teamwork, knowledge sharing, and relationship maintenance;
- Encourages collaboration and improves performance.

## REPORTING

### Government Reporting

The Economic Advisor will work under guidance of the NDC Partnership's Focal Points at the Climate Change Commission (CCC) and in close cooperation with the National Economic Development Authority (NEDA), and in close collaboration with Land Bank of the Philippines, the Department of

Finance and other relevant government agencies in the country. The Expert will also coordinate closely with the In-Country Facilitator. The consultant will prepare monthly progress reports, which highlight key interventions, exchanges and consultations, and other progress made on undertaking the duties and responsibilities in this TOR.

## NDC Partnership Support Unit Reporting

The consultant will also report to the NDC Partnership Support Unit on the status of the deliverables outlined in this TOR on a quarterly basis.

## Duty Station

The advisor is expected to report to CCC and bring his/her own laptop to the duty station.

## DELIVERABLES SCHEDULE

Payments will be made upon the submission and acceptance of deliverables based on the following schedule:

<b>Deliverable</b>	<b>Deadline</b>
A Support Project Outline for the Nationally Appropriate Mitigation Action (NAMA) Facility	15-May-21
Financing strategy for the implementation of the country's Nationally Determined Contributions	15-Jun-21
A draft Concept Note for submission to the Green Climate Fund various funding facilities, including the Enhanced Direct Access facility	15-Jul-21
GCF- RPSP proposal on National Adaptation Plan	15-Sep-21
Review of CCC and GCF-related policies, guidelines and processes, GCF Country Programme, Screening and Evaluation Tool (SET) developed for GCF and other related documents capacity needs assessment, and recommendations to improve the review and quality assurance process for concept notes, readiness proposals or funding proposals received by the NDA	15-Oct-21
A draft Concept Note for submission to the Green Climate Fund various funding facilities, including the Enhanced Direct Access facility	30-Oct-21
Policy briefs and position papers on climate-finance matters and related critical issues	As needed

Deliverable	Deadline
Synthesis report of meetings, highlighting: (i) intersectoral multi-stakeholder dialogues to promote a whole-of-government government approach on financing NDC implementation, and (ii) dialogues with national stakeholders, including private sector and/or civil society organizations and development partners on support needed to advance NDC implementation	As needed
Monthly progress reports, highlighting key interventions, exchanges and consultations, and other progress made on undertaking the duties and responsibilities in this TOR.	At the end of every month

## APPLICATION INFORMATION

Applicants should submit their CVs to Mr. Putera Zenata <putera.zenata@ndcpartnership.org> with the subject "National Climate Finance Expert Philippines" no later than 23 April 2021.