



CONSULTANCY SERVICES ANNOUNCEMENT: DEVELOPMENT OF COOPERATION FRAMEWORKS AND GUIDELINES FOR BUILDING AND STRENGTHENING LIBERIA'S NATIONAL CAPACITY TO IMPLEMENT THE TRANSPARENCY ELEMENTS OF THE PARIS CLIMATE AGREEMENT (CBIT)

Building upon a strong foundation of science, partnership and field demonstration, Conservation International (CI) empowers societies to responsibly and sustainably care for nature, our global biodiversity, for the well-being of humanity. CI's strategy is to serve as a trusted advisor to decision makers at all levels to help societies establish healthy, sustainable economies that secure nature's ability to provide enduring human well-being.

We accomplish this through the four pillars of our work:

- We **innovate** to identify and implement practical and effective solutions to problems. This innovation takes place throughout the organization and relates to all aspects of CI's work including science, field implementation, policy, markets, partnerships, etc.
- We promote **healthy, sustainable economies** to achieve those impacts
- We demonstrate these impacts throughout **CI geographies (including Liberia)**
- We work through global agents of change, the major partners that help us **amplify** and achieve **global impact**

BACKGROUND

Liberia is a signatory to the Paris Agreement Climate Agreement and has developed its Nationally Determined Contributions (NDCs) which present the roadmap for reducing Greenhouse Gases (GHG) in Liberia. To support mitigation, Liberia will need to reduce gross emissions from the land sector (e.g., deforestation and forest degradation) as well as increase the potential for carbon storage. The extent of implementation of the national contributions on mitigation and adaptation in Liberia are conditioned upon the provision of adequate means by the international community (financial resources, capacity building and the transfer of technologies). Given this context, there is clearly a need to strengthen Liberia's national capacity to implement the different elements of the Paris Climate Agreement. Against this background, Conservation International and the Environmental Protection Agency (EPA) of Liberia has received funding from the Global Environment Facility (GEF) in support of the Capacity Building Initiative for Transparency (CBIT) project "Strengthening the Capacity of Institutions in Liberia to comply with the Transparency Requirements of the Paris Agreement" in Liberia. The project will be executed through the Environmental Protection Agency and Conservation International- Liberia.

The main objective of this CBIT project is to support institutions in Liberia to build and strengthen Liberia's national capacity to implement the transparency elements of the Paris Climate Agreement. The main components of the project are:

- (1) Strengthen the capacity of national institutions to track NDC implementation and sustain transparency efforts over time;
- (2) Provide direct technical support to harmonize land use, agriculture, energy, transport and waste sectors data collection and reporting through training and assistance;

(3) Integrated Platform for Data Sharing and Policy Making.

SCOPE OF WORK (PURPOSE AND OBJECTIVES)

a) Purpose and objectives

Conservation international- Liberia in collaboration with the Environmental Protection Agency (EPA) of Liberia seek to recruit a consultant to develop the Cooperation Frameworks and Guidelines for Building and strengthening Liberia's National capacity to implement the transparency elements of the Paris Climate Agreement (CBIT).

The objective of this assignment is to review existing data sharing mechanisms and develop a technical guide and facilitate establishment of Memoranda of Understanding (MoUs) for collection, processing, transmission and sharing data between Environmental Protection Agency and the 5 NDC sectors (Energy, waste, transport, agriculture and forestry).

Under the overall supervision of CI Deputy Country Director and CBIT Project Manager, in close collaboration with the Multi-literal Environment Unit at the Environmental Protection Agency, the consultant will perform the following tasks:

- Review international best practices in data sharing and develop a plan for technical guide contextualized to Liberia.
- Undertake literature review on existing data sharing mechanisms/Memorandum of Understanding (MoUs) among different institutions in Liberia especially the NDC sectors Institutions.
- Engage with the key emission sectors and undertake a participatory development and validation of technical guide to share data between EPA and NDC Hubs/sectors
- Convene at least three workshops to get stakeholder views on MoUs and the guide and provide inputs for its finalization.
- Engage with the key emission sectors and undertake a participatory development and validation of MoUs for the 5 sectors between EPA and Hubs/sectors
- Ensure MoUs are signed by sectors and EPA to operationalize the hubs for data collection, processing and sharing (with clearly defined roles and responsibilities; clear inter-sectoral and institutional arrangements)
- Develop an inter-ministerial/ sectoral cooperation framework and ensure it is operationalized through MoUs.
- Formal arrangements for collaboration between EPA, private sector, CSO and Academia developed and operationalized through cooperation frameworks between EPA, private sector, CSO and academia.
- Public launch of cooperation frameworks:
 - Inter-ministerial/ sectoral cooperation framework and
 - Cooperation framework between EPA, private sector, CSO and Academia

b) Deliverables/ outputs

The Consultant will be required to present:

- (i) Inception report detailing the understanding/ interpretation of the ToRs; the methodology of carrying out the assignment; work plan and implementation schedule as agreed upon with CI, and EPA submitted 5 days after signing of contract.
- (ii) At least three stakeholder consultations workshop to gather views and inform the technical guide.

- (iii) A data sharing technical guide developed in consultation with all stakeholders in Liberia.
- (iv) Signed Cooperation framework between EPA and 5 NDC sectors (Energy, waste, transport, agriculture and forestry).

QUALIFICATIONS:

- I. Individuals will have, at a minimum, 7 years of experience in the field of environmental law, climate change, environment conservation and sustainable development.
- II. The consultant(s) have substantial experience working on GEF funded projects under the climate change, biodiversity and land degradation, sustainable forest management focal areas, as well as demonstrable experience working with the Government of Liberia.
- III. Experience with national and international climate change legislation and programs like NDCs, UNFCCC, IPCC guidelines, NCCP, NAMAs, NAP is an added advantage

DURATION:

The maximum period of the contract will be 40 working days. The total cost for this consultancy is estimated not to exceed **USD 10,000**.

INSTRUCTIONS FOR SUBMISSION OF TECHNICAL PROPOSALS

- a) Point of contact: the point of contact for this solicitation is CI Liberia Deputy Country Director. Proposal submissions and queries should be sent to his attention at pmulbah@conservation.org
- b) Right of award: CI may reject any or all bids that are not responsive to the scope of work.
- c) Language: Proposals must be submitted in English.
- d) Deadline for Submission: The deadline for submission of full RFP is **11th June 2019**
- e) Currency: proposals should be budgeted in United States dollars. Payment will be made in United States dollars.
- f) Cover and signature: Applicants should submit their proposals with a cover letter signed by an authorized representative of the applicant.
- g) Expert table: Proposals should include a table with the name, position title, and level of effort (in person-days) of all individuals proposed to work on the project.
- h) Resumes/CVs: proposals should include the resume of all named personnel corresponding to the table in item (h) above
- i) Timeline: proposals should include a work plan with detailed activities per deliverable for completing the communication strategy.

EVALUATION AND SELECTION CRITERIA

CI will evaluate proposals based on the following criteria:

Criterion	Points
Demonstrated experience working with the Government of Liberia on GEF funded Projects under climate change, biodiversity and land degradation, sustainable forest management, Monitoring and Verification System development focal areas,	60
Relevant technical expertise to the project, including but not limited to: climate change, environmental policy, law, biodiversity and land degradation,	20

sustainable forest management knowledge management, stakeholder engagements and institutional strengthening.	
Appropriate budget , demonstrating appropriate allocation of labor days in relation to tasks and deliverables; appropriate consultant daily rates in relation to qualifications; appropriate other direct costs in relation to the scope of work; and overall cost effectiveness.	20
Total	100

Interested and eligible applicants can send copies of their CVs, testimonials and a copy of a report of similar work, technical proposal and financial proposal to the address below:

The Deputy Country Director
Conservation International Liberia
Email: pmulbah@conservation.org