

Terms of Reference

(REQUEST FOR EXPRESSION OF INTEREST –CONSULTING SERVICES)

NAME OF PROJECT: Initiative for Climate Action Transparency (ICAT) Liberia Project – NDC tracking and policy impact assessment

Assignment Title: Consultancy for Assessing sustainable development impacts of climate policies, measures, strategies, actions and plans

Financing Agreement reference:

Project ID No.

Reference No.

Issue Date:

End Date:

1 Background

The Government of Liberia through the Environmental Protection Agency (EPA) has received funding from the Initiative for Climate Action Transparency (ICAT) via the United Nations Office for Project Services (UNOPS) **to strengthen Liberia’s capacity to assess the contribution of climate policies and actions on development objectives, and to track progress towards its Nationally Determined Contribution under the Paris Agreement.** The support will be used to:

1. Contribute towards ongoing efforts to build a national transparency framework that meets international standards and is tailored to domestic needs.
2. Strengthen the EPA’s and relevant stakeholders’ capacities to apply methodologies and tools to assess GHG and sustainable development impacts and the effectiveness of policies, measures, actions and plans included in Liberia’s updated **Nationally Determined Contributions (NDC)** submitted to the UNFCCC on 4th August 2021.
3. Contribute towards ongoing efforts to **improve the availability and quality of data required for measuring GHG and sustainable development impacts and the effectiveness of policies and measures** included in, and achieved by actions as set out in Liberia’s updated NDC.
4. Support the tracking of NDC targets and actions in a manner that allows **consistent monitoring and evaluation (M&E) of progress towards achieving those NDC targets and actions** (in collaboration with relevant existing initiatives that support the NDC implementation in the framework of the NDC roadmap).
5. Contribute towards ongoing efforts **to develop frameworks that facilitate tracking of progress on NDC implementation and strengthen capacities to construct and apply indicators towards that end.**

The activities and outputs that will be undertaken under this project have been defined in a **country work plan**. For the implementation of the activities relating to GHG and sustainable development impact, the **EPA is looking for a consultancy firm or consortium of individual experts that brings cross-sectoral expertise specific to GHG activities set out in the updated Liberian NDC for undertaking policy assessments that track climate change progress made in Liberia by various institutions and stakeholders charged with implementing the updated NDC.**

2 Objective of the Consultancy

The objective of this consultancy is to support the EPA and the Government of Liberia in assessing the degree of alignment of existing sectoral policies with the updated NDC targets and how these policies can be strengthened in the context of delivering sustainable development co-benefits. A better understanding of co-benefits will support future policy making as well as communicate about the sustainable development benefits that well-designed climate policies can entail. The EPA has recently finalized the updating of its NDC with the support of Liberia's development partners- the NDC Partnership through Conservation International, the European Union through the EU Climate Change Alliance+, UNDP Liberia through its Climate Promise, and the International Renewable Energy Agency (IRENA). This consultancy will closely interlink with this process and will build on the results of that work.

3 Main Tasks of the assignment

The main tasks of this assignment will include the following:

- Provide expert advice to technicians at the EPA in their efforts to assess the sustainable development impacts of climate policies, measures, strategies, actions and plans and the degree to which they are aligned to the updated NDC targets of Liberia;
- Support technicians in the EPA in undertaking consultations with sector ministries, civil society, private sector and academia to identify how priority policies (*National Energy Policy of Liberia (2009), National Transport Master Plan (2012), National Environmental Policy of Liberia- 2003*) to understand the sustainable development impacts of these policies and how can they strengthen on delivering sustainable development co-benefits as well as identify linkages to the updated NDC.
- Support technicians in the EPA to undertake consultations with sector ministries, civil society, private sector and academia to identify sustainable development priorities that should be assessed as part of the policy assessment of the *National Energy Policy of Liberia, National Transport Master Plan, and the National Environmental Policy of Liberia*;
- Assess the GHG and selected sustainable development impacts for the three policies, measures, strategies, actions or plans selected by the EPA through the consultative process;
- Provide a synthesis of the challenges encountered in conducting the assessments and how to overcome them, especially with regard to data availability and quality.

4 Deliverables

The deliverables for this consultancy as well as a project timeline are specified in the country work plan which serves as the reference document for the project. The following table highlights key milestone outputs that shall be delivered by under this consultancy assignment.

| Activity | Output | Timeline |
|--|--|--|
| <p>Develop the working methodology, timeline and execution plan for the assignment and present it to the EPA.</p> | <p>Inception report with working methodology, and detailed execution plan (including timeline) for the assignment</p> | <p>2 weeks after contract commencement</p> |
| <p>Conduct meetings (in-person or virtual) with the project teams, sectoral working groups and NDC hubs that collaborate under the "NDC Roadmap process" to identify the full set of targets, policies, measures, actions and plans in the energy, transport and waste sectors that are included in the updated NDC.</p> <p>Develop a full catalogue of climate change mitigation policies in the above-mentioned sectors using a criteria-set that systematically structures available information on these targets, policies, measures, actions and plans.</p> <p>Conduct a meeting (in-person or virtual) with EPA management and the Ministry of Finance and Development planning to review short-list 1-4 policies for conducting an impact assessment.</p> | <ul style="list-style-type: none"> Review short list of policies, measures, actions and plans in the energy, transport and waste sector | <p>January 2022</p> |

| | | |
|---|---|----------------------|
| <p>Conduct a series of meetings (in-person or virtual) with the Ministry of Finance and Development Planning as the lead agency for the SDG process to identify in an interactive manner the sustainable development priorities for Liberia that should be assessed in the context of climate mitigation policies, measures, actions and plans. This will include an assessment of the data needs to define those impacts that should be assessed in a quantitative manner and those that can only be covered in a qualitative way.</p> | <p>Short list of sustainable development priorities</p> | <p>January 2022</p> |
| <p>Perform the impact assessment for 3 policies, measures, actions or plans with a focus on the sustainable development benefits that accrue from these policies, using, where appropriate, the ICAT sustainable development methodology.</p> | <p>Report impact assessment policy 1 Report impact assessment policy 2 Report impact assessment policy 3</p> | <p>February 2022</p> |
| <p>Perform a synthesis of the methodological and data challenges experienced in conducting the 3 impact assessments and develop recommendations how to overcome these</p> | <p>Diagnostics Report: Methodological and data challenges in conducting the impact assessments and recommendations for overcoming these</p> | <p>March 2022</p> |
| <p>Present the results of the impact assessments and the synthesis to the EPA and other relevant stakeholders (at an in-person meeting or virtual)</p> | <p>Meeting report</p> | <p>April 2022</p> |

5 Minimum Qualifications, Skills and Experience

The assignment requires the following qualifications, skills and experience:

- A legally registered Liberian consultancy firm or group of Liberian professional experts with **excellent knowledge of the energy, transport and waste sector in Liberia**, including policies, measures, strategies, actions and plans aiming at reducing GHG emissions from these sectors
- **Excellent knowledge of the *Pro Poor Agenda for Prosperity and Development* as Liberia’s development strategy for the years 2018-2023 as well as Liberia’s domestication processes of the Sustainable Development Goals formulated in the Agenda 2030 and the African Union’s Agenda 2063.**
- At least 5 years of experience in assessing the impacts of climate change, transport, waste environmental or energy policies, including assessment of their social and economic effects as well as understanding the linkages between the policies and the NDC targets.
- Familiarity with the concept of sustainable development and SDGs
- Good knowledge of quantitative and qualitative impact assessment methodologies and tools.
- Strong academic background in economics, engineering, natural sciences or another related discipline.
- Excellent and effective communication (verbal and written) skills, including ability to prepare reports and conduct presentations.
- Ability to interact with and engage a wide variety of stakeholders with different professional backgrounds.

6 Location of the Assignment

The location of the assignment will be Monrovia, Liberia.

7 Duration of Assignment

The assignment will run from **January 1, 2022- May 31, 2022**

Deadline for submission of applications is: December 8, 2021

Attention:

Pescee T. Doe

Officer –In- Charge

Procurement Environment Protection Agency (EPA) 4th Street Sinkor 1000 Monrovia, 10 Liberia P.O. Box 4024

Applications can also be received through email: ptdoe@epa.gov.lr. and copy: armbecker@gmail.com

Please indicate ‘**ICAT Consultancy Assessing sustainable development impacts of climate policies, measures, strategies, actions and plans**’ in the subject line. The closing date for submission of applications is December 8, 2021 at 4:00 pm.