



REPUBLIC OF LIBERIA
ENVIRONMENTAL PROTECTION AGENCY
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**CALL FOR EXPRESSION OF INTEREST
 TO PROVIDE CONSULTANCY SERVICE**

Consultancy service to develop a Funding Proposal on “Renewable Energy Access through Improved Waste Management for Sustainable Development”

TERMS OF REFERENCE FOR NATIONAL CONSULTANT

Job Title	National Consultant		
Division/Department	Energy & Environment Environmental Protection Agency/EPA		
Programme/Project Number/Project Title:	Renewable Energy Access through Improved Waste Management for Sustainable Development		
Location	Monrovia, Liberia		
Expected Start Date of Assignment	September 14, 2020	Duration:	60 Days (Sept. 14 – Nov.14, 2020)
Reports to	EP A	Title: E & E Programme Coordinator	

BACKGROUND

The United Nations Development Programs (UNDP) in collaboration and consultation with relevant Government of Liberia (GoL) Ministries Agencies and Commissions (MAC) has developed new Energy & Environment program document; which will be implemented over a period of 5 years, commencing January 2020 up to December 2024. The program will be executed under the UNDP National Implementation Modality (NIM), consistent with its Standard Basic Assistance Agreement (SBAA) between UNDP and GoL, and the Country

Programme. The Implementing Partner (IP) for this project is the Environmental Protection Agency (EPA). The IP will be responsible and accountable for managing this project, including the monitoring and evaluation of project interventions, achieving project outcomes, and for the effective use of UNDP resources.

Liberia has rich and diverse natural resources and is a global biodiversity hotspot. Linkages between socioeconomic and environmental issues in the context of sustainable development in Liberia and in the sub-region, especially for women and marginalized groups, are critical. Climate change, deforestation and threats to protected areas are likely to adversely affect various sectors including agriculture, fisheries, forestry, hydropower generation and health. Rising sea levels have accelerated coastal erosion, damaging infrastructures and impacting livelihoods of coastal communities. Low-lying areas are frequently flooded due to inadequate drainage systems and poor waste management.

UNDP through the Energy and Environment (E&E) Programme proposes to tackle these challenges within a broader development context that would facilitate synergy amongst the four thematic/focus areas of UNDP's work: 1. Livelihood Diversification, Disaster Resilience and Climate Change; 2. Biodiversity Conservation, Ecotourism and sustainable Land Management; 3. Renewable Energy Access and 4. Waste Management. In line with the Country Program Document (CPD) 2020-2024, the E&E Programme will provide support to promote diversified and inclusive economic growth along a low carbon and climate resilient pathway that is underpinned by investments in sustainable and environmentally friendly agriculture, food security, job creation and improved resilience to climate change and natural disasters in Liberia.

Through consultations made during the Feasibility Study to Transform Wastes to Energy at Wein Town and New Cheesemanburg Landfills and leading to the development of the Energy and Environment Programme Document, it is evident that city authorities and other waste management service providers such as the Community Based Enterprises (CBEs) and that of the Small and Medium Enterprises (SMEs) are only engaged in waste collection and not in the management and recovery of waste as a resource. The policy incoherence, poor institutional coordination, bureaucratic tendencies, and lack of clarity of the roles and responsibilities of various government institutions in the entire waste value chain are critical barriers to private sector participation in waste management in Liberia.

It is against this background that the EPA as Implementing Entity (IE) is recruiting a National Consultant to assist the International Consultant develops Funding Proposal for a proposed project 'Renewable Energy Access through Improved Waste Management for Sustainable Development'. The Funding Proposal will be developed for the project that promotes efficient waste management and recovery and innovative approaches that improve the resilience of vulnerable communities access to alternative renewable energy and institutional coordination in Liberia.

OBJECTIVE

The objective of this project is to ensure access to alternative energy sources improved; thus improving livelihood and access to alternative energy through waste management for communities in different parts of Liberia. To achieve this objective, the project will:

- i. Promote and encourage large scale private sector investment in waste management and alternative energy
- ii. Support small scale livelihood and basic infrastructures in waste collection and disposal
- iii. Provide hands-on, intensive-training, and awareness to community members, with a focus in targeted communities on how to market, and use of waste

- iv. Setting up renewable energy power supply as a pilot in 2 targeted communities
- v. Define roles and responsibilities of various government institutions in the entire waste value chain
- vi. through synergy, policy support, institutional strengthening and knowledge generation in Liberia

DUTIES/RESPONSIBILITIES

The National Consultant will be responsible to assist the International Consultant for the design and development of the full funding proposal document, including a project/program; framing the transformative change, paradigm shift, sustainable development objectives, country ownership perspectives, effectiveness and efficiency elements, the needs of the beneficiaries and ways that the program addresses major barriers to achieve lasting adaptation and sustainable impacts. Based on a theory of change, organize and harmonize paradigm shift objectives-impacts-outcomes of components into a concise summary, providing expertise in alternative energy, waste management, proposal writing and packaging of final proposal document. The National Consultant will be responsible to assist the International Consultant for the preparation of a consistent final proposal document based on analytical work, studies, national strategies and stakeholder consultations that is consistent with international environmental donors' requirements.

In close collaboration with the International Consultant, EPA Energy & Environment Unit, the National Consultant will have the following overall duties and responsibilities:

The principal responsibility of the National Consultant is to contribute to the development of the project document full compliance with the enforced international donors rules and standards on capacity development and project design, closely collaborating with the key national stakeholders on institutional, organizational and public awareness capacities and EPA, UNDP on setting implementation strategy.

Within the framework of this Expression of Interest, the National Consultant, under the guidance of the International Consultant is expected to perform the following tasks and duties:

- Work together with the International Consultant (IC), UNDP and national counterparts on setting implementation strategy;
- Work with IC to finalize proposal development and design and initiate consultation and validation workshops.
- Carry out background studies, ensuring they are appropriate in scope and provide required analyses;
- Work with IC for consultations to determine project strategy, priorities, key partners, and key barriers to success;
- Work with IC to develop the project strategy; detailed budget, work plan and logical framework, and develop a replication strategy.
- Provide significant inputs/data for the finalization of the project document.

Another key role of the National Consultant is to carry out desk review of the relevant documents and provide summary to the IC.

The product of this consultancy is a full final proposal that responds to all the requirements of donors and climate finance mechanism. To facilitate a timely yet inclusive process, the Consultant will develop interim products for review by the EPA and stakeholders. Interim products will be shared with UNDP as soon as completed but before the indicated dates.

Period of performance

It is expected that the work will begin as soon as possible after the finalization of the selection process and performed before the deadline of November 14, 2020. The National Consultant will remain available to support the EPA in consultation with UNDP in the finalization of the funding proposal until January 1, 2021.

KEY PERFORMANCE INDICATORS

- Completion of background studies, ensuring they are appropriate in scope and overall quality;
- Provide required analyses;
- Facilitate and guide consultations to determine project strategy, priorities, key partners, and key barriers to success.

EXPECTED OUTPUTS:

Under the supervision of the IC, the key products to be delivered are as follows:

1. Detailed Assignment Work plan
2. Draft Project Document and Project Results Framework
3. Draft detailed work plan and design of consultation
4. Final Project Document, Project Results Framework compliant with the enforced international donors rules and standards

Required Completion Date:

November 14, 2020

REQUIRED COMPETENCIES**EDUCATION**

- Master's degree in Environmental Science, Alternative Energy, Waste Management, Natural Resources Management, Environmental Management, Project Management, Sustainable Development or other relevant disciplines.

EXPERIENCE

- At least 5 years of relevant professional experience
- Proven experience in developing/implementing similar projects
- Previous successful experience in development project documents
- Previous experience with EPA & UNDP is a great advantage
- Experience of work in the region is an asset.

OTHER SKILLS

- Excellent team player with good interpersonal skills
- Ability to manage workload with minimum supervision
- Ability to work under pressure and tight deadlines
- Ability to accommodate additional demands at short notice
- Ability to work in a multi-cultural environment
- Ability to communicate effectively; orally and in writing English in order to communicate complex, technical information to technical and general audiences
- Strong strategic planning, results-based management and reporting capabilities
- Displays cultural, gender, religion, nationality and age sensitivity and adaptability
- Demonstrate experience in the design and development of climate change projects
- Team leader on climate change projects
- Experience with UNDP work on climate change
- Experience in preparing technical climate change studies
- Knowledge of UNFCCC negotiations, GEF/GCF funding proposal, NAP, NAPA and NDCs
- Experience working in Liberia
- Experience in climate finance

IMPLEMENTATION ARRANGEMENTS

The EPA through the Energy & Environment Unit and UNDP Liberia will jointly supervise the National Consultant's performance, and be responsible for review and acceptance of all written deliverables.

SUBMISSION OF APPLICATIONS

ATTENTION:

Rebecca E. Doo
 Assistant Manager, Procurement
 Environment Protection Agency (EPA)
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 1000 Monrovia, 10 Liberia
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or through email (rdoo@epa.gov.lr), indicating in subject area "Funding proposal to develop Renewable Energy Access through Improved Waste Management for Sustainable Development Project". Closing date for submission of Expression of Interest is 4PM Liberia's time, September 9, 2020. Any submission coming/received after this deadline will not be given consideration. Only submissions that meet the requirement/criteria as contained in this Expression of Interest will be considered for evaluation. The application package must include CV, credentials and Technical and Financial Proposal. **NOTE:** This information is also posted on the below websites: www.emansion.gov.lr, www.ekmsliberia.info, www.epa.gov.lr, and UNDP Liberia website