



CROSS-CUTTING CAPACITY DEVELOPMENT (CCCD) PROJECT

Request for Expression of Interest

REFERENCE NO: TOR/CCCD/EPA-2021-014

Synthesize the findings and assessments of public awareness survey, individual and thematic assessments into a synthesis of the systemic, institutional, and individual capacity development challenges, priorities, and opportunities to meet and sustain Rio Convention obligations within the framework of national sustainable development priorities

Starting Date submission of EOI: September 17, 2021

Assignment Duration: 21 Days

End Date submission of EOI: September 27, 2021

Duty Station: Monrovia

Type of Consultancy: Individual (National)

Brief project description:

This project is in line with the GEF-6 CCCD Strategy objective 1, 3, and 5 which call for countries to: a) integrate global environmental needs into management information systems and monitoring, b) integrate MEA provisions into national policy, legislative, and regulatory frameworks, and c) update NCSAs, respectively. The goal of this project is for Liberia to make better decisions to meet and sustain global environmental obligations. This requires the country to have the capacity to coordinate efforts, as well as best practices for integrating global environmental priorities into planning, decision-making, and reporting processes. To that end, the objective of this project is to strengthen a targeted set of national capacities to deliver and sustain global environmental outcomes within the framework of sustainable development priorities.

The CCCD Project implemented by the Environmental Protection Agency in collaboration with the UNDP with funding from the Global Environment Facility (GEF) is seeking to hire a **National (Individual) Consultant** to Synthesize the findings and assessments of three conducted surveys into a synthesis of the systemic, institutional, and individual capacity development challenges, priorities, and opportunities to meet and sustain Rio Convention obligations within the framework of national sustainable development priorities

INTRODUCTION

Liberia as a Party to the Rio Conventions, namely the Convention on Biological Diversity, the Convention on Combating Desertification, and the Framework Convention on Climate Change, is revising its National Capacity Self-Assessment Report to identify the capacity gaps on the implementation of the Conventions since its last assessment in 2006. The Consultant (s) shall support the CCCD Project to review the implementation status for each of the three Rio Conventions at the national level. The Consultant shall

further analyze the capacity constraints on their implementation and propose potential opportunities to build the three levels of capacity development at the country level. Liberia has gone through numerous past capacity building projects in which similar issues were raised and plans developed. Therefore, for this NCSA assessment, all the previous information will be used as the baseline and consultations and workshops used to verify and update the information. Additionally, the assessment will report on the actions already taken and untaken to implement the Rio Conventions

Aim of Assignment

The consultancy aim is to synthesize the findings and assessments of output 4.1 into a synthesis of the systemic, institutional, and individual capacity development challenges, priorities, and opportunities to meet and sustain Rio Convention obligations within the framework of national sustainable development priorities

Scope of Assignment

The consultant will review and synthesize the findings from three assessments; 1. Survey to assess public awareness of the importance of the Rio Conventions to catalyzing sustainable development, 2. Individual interviews to gather additional inputs on national priorities and constraints for improved and sustained environmental governance, and 3. Thematic assessments of the challenges and opportunities to meet obligations under three Rio Conventions.

Job Responsibilities

1. Engage the Cross-Cutting Capacity Project team
2. Synthesize the findings and assessments into a synthesis of the systemic, institutional, and individual capacity development challenges, priorities, and opportunities to meet and sustain Rio Convention obligations within the framework of national sustainable development priorities
3. Organize a two-day stakeholder workshop in collaboration with the CCCD Project for validation of synthesized report.

Deliverables:

1. Inception Report
2. Draft Synthesize report of the systemic, institutional, and individual capacity development challenges, priorities, and opportunities to meet and sustain Rio Convention obligations within the framework of national sustainable development priorities
3. Validated final Synthesize report of the systemic, institutional, and individual capacity development challenges, priorities, and opportunities to meet and sustain Rio Convention obligations within the framework of national sustainable development priorities
4. Validated Final report (soft and hard copies)

Reporting Format

1. Executive Summary
2. Acronyms
3. Introduction
4. Methodology
5. Institutional Arrangements

6. Goals and requirements of the Rio Conventions
7. Implementation of Rio Convention
8. Implementation of thematic issues on CBD
9. Capacity gaps in the CBD implementation
10. Implementation of thematic issues for UNFCCC
11. Capacity gaps in the UNFCCC implementation
12. Implementation of thematic issues for UNCCD
13. Capacity building issues for the implementation of the UNCCD
14. Conclusion
15. Annexes

EDUCATION

At least Master's Degree in Environmental Science, Natural Resources Management with specific expertise in the Global Environmental Obligations with a good understanding of climate change, biodiversity and sustainable land use.

Consultant Skills and Qualifications

- At least 5 years of professional experience in these related areas; climate change, biodiversity, and sustainable land.
- Experience in Sustainable Development will be an advantage;
- Demonstrable experience in implementing equivalent GEF or other multilateral donor-funded projects;
- Working experience with private sector and project's national stakeholder
- Verbal Communication, Presentation Skills, Public Speaking, Written Communication, Oral Communication, Analytical Knowledge, Quantitative Skills, Problem Solving, Conflict Resolution, Research Skills, Interviewing Skills, Team Management, Interpersonal Skills, Report Writing, Financial Analysis, Certified Consultant Training, Basic Computer Literacy
- Demonstrated knowledge of the RIO Conventions
- Knowledgeable about the enabling activities under the RIO Conventions

Consultancy implementation arrangements and duration

The project will be responsible to provide to the consultant the three assessment reports.

- The principal responsibility for managing this consultancy lies with the Project Team and Environment Protection Agency.
- EPA will ensure timely provision of the necessary feedback on deliverables.
- The EPA will contract the consultants and have the responsibility of liaising with the team

The consultancy shall be for 21 days

PAYMENT MODALITIES

The consultants shall be paid the consultancy fee upon completion of the following milestones. -
60% Submission and acceptance of inception report and draft report;

- 40% upon the submission of a validated and final report.

3) APPLICATION PROCEDURE

Qualified and interested candidates are hereby requested to apply. The application should contain the following:

- A technical proposal with brief description of why the individual considers him/herself as the most suitable for the assignment, and a detailed clear methodology, on how they will approach and complete the assignment; a duly accomplished Letter of Confirmation of Interest
- The technical proposal should also contain CV, indicating education background/professional qualifications, all past experience, as well as the contact details (email and telephone number) of the candidate;
- Financial Proposal that indicates the all-inclusive fixed total contract price, supported by a breakdown of costs
- Application must be submitted in soft and hard copies

4) EVALUATION CRITERIA

The expert will be evaluated against a combination of technical and financial criteria (combined scoring method). Maximum score is 100% out of which technical criteria equals 85% and financial criteria equals 30%. The technical evaluation will include the following:

- Educational Background as requested: 15%;
- Extensive expertise, knowledge, and experience in the field of institutional review, capacity development initiatives, notably at the systemic and institutional levels; 15%
- Overall Methodology: 30%;
- Extensive conceptual and practical knowledge of GEF focal areas: 10 %
- Demonstrated experience and practical knowledge in working and collaborating with stakeholders including governments; civil society and communities in Liberia: 10%;
- Fluency in English and a working knowledge of English: 5%.
- Financial Proposal: 15%

SUBMISSION OF APPLICATIONS

Interested candidates should send a one-page cover letter-expression of interest (EOI), indicating suitability for the post, as well as a CV to the Environmental Protection Agency. All interested candidates are to address their letters of applications and curriculum vitae, technical and financial proposals to the below address:

Pescee Doe

OFFICER-IN-CHARGE

Procurement

Environment Protection Agency (EPA)

4th Street, Sinkor

1000 Monrovia, 10 Liberia

P.O. Box 4024

Or through email (ptdoe@epa.gov.lr), indicating in subject area “EOI to **Synthesize the findings and assessments of public awareness survey, individual and thematic assessments into a synthesis of the systemic, institutional, and individual capacity development challenges, priorities, and opportunities to meet and sustain Rio Convention obligations within the framework of national sustainable development priorities.** Closing date for applications is 4 PM, September 27 2021. Any application coming/received after this deadline will not be given consideration. Only candidates whose applications correspond to the above criteria will be shortlisted for evaluation.

NOTE: This information is posted on the following websites: www.ekmsliberia.info, www.epa.gov.lr, and EPA’s bulletin board on 4th Street, Tubman Blvd, Monrovia.