



## **CROSS-CUTTING CAPACITY DEVELOPMENT (CCCD) PROJECT**

### **Request for Expression of Interest**

**REFERENCE NO: EOI/CCCD/EPA-2021-0112**

### **Draft thematic assessments of the challenges and opportunities to meet obligations under three Rio Conventions**

**Starting Date submission of EOI: July 30, 2021**

**Assignment Duration: Six Weeks**

**End Date submission of EOI: August 18, 2021**

**Duty Station: Monrovia**

#### **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 is implemented by the Environmental Protection Agency in collaboration with the UNDP with funding from the Global Environment Facility (GEF)

#### **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 aims is to assess the challenges and opportunities to meet obligations under three Rio Conventions. Due to the importance of the environment in Liberia, and its connotations to socioeconomic development in general, and rural livelihoods in particular, the assessment will identified challenges and opportunities that will inform the development of a strategic and action plan.

### **Scope of Assignment**

The consultant will draft thematic (Stakeholder Engagement, Organizational Capacities, Environmental Governance, Information Management and Knowledge, and Monitoring and Evaluation) assessments of the challenges and opportunities to meet obligations under three Rio Conventions:

- UN Convention on Biological Diversity (UNCBD)
- UN Framework Convention on Climate Change (UNFCCC)
- UN Convention to Combat Desertification (UNCCD)

### **Job Responsibilities**

1. The consultant will assess the challenges and opportunities of each of the Rio Conventions mainstreaming in Liberia
2. Engage key relevant stakeholders through a broad base consultations,
3. **Assess Individual-level** (resource users, owners, consumers, community and political leaders, private and public sector managers and experts)

At the individual level, capacities challenges and opportunities subject to the NCSA analysis should include the abilities of individuals who are or should be involved in meeting the Convention requirements. The Consultant should state how Capacity building at this level is done.

#### **4. Assess Institutional level (Challenges and Opportunities) of natural resource management institutions**

At the institutional level, the Consultant shall describe the general organization of activities and functional abilities

- i. Human resources – staff within an organization whose activities are linked to the Conventions implementation, including education and qualifications of the employees, their personal experience, access to training etc.;
- ii. Administrative resources – whether there are efficient structures in place within institutions and organizations, whether there are specialized units for the fulfilment of the Convention requirements and whether, if in place, they are well-functioning;
- iii. Financial resources – whether they are available, well-managed within the institution/ organization and whether well-allocated;
- iv. Information resources – whether necessary information is available and reliable, whether appropriately managed within and outside the institution/ organization;

- v. Technical resources – whether necessary buildings, resources, computers and specialized equipment is available, whether adequately allocated and how they are managed. Capacity building at the institutional level strives for an improved organizational structure and increased cooperation among groups or sectors within one institution or organization.

### **5. Systemic level (Challenges and Opportunities)**

The systemic level capacity is reflected in the conditions in which the institutions and organizations function and are in mutual interactions. It includes:

- i. Political framework (political support, an appropriate political framework to assist the implementation of the Convention requirements);
- ii. Legislative framework (whether appropriate laws are in effect, whether responsibilities have been divided, whether there are appropriate institutions/ organizations);
- iii. Economic framework – whether the market functions efficiently;
- iv. Resources at the systemic level – whether human, financial and information resources are available to national or local authorities, private sector, civil society;
- v. Public support – whether there are public awareness and support;
- vi. Co-ordination – whether there are interrelations and cooperation between institutions in place.
- vii. The assessments undertaken by the consultants shall focus primarily on the capacities at the national level, including government and public institutions with competencies for Conventions implementation.
- viii. Capacity building consultations have been undertaken over the past years in Liberia for national laws, regulations, plans, awareness and information. Information gathered from these previous assessments shall be collected, analyzed and recorded. Specific to environmental planning and the Rio Conventions, each of the National Plans for Conventions included capacity building components. In light of this background situation, the approach to take for this thematic assessment exercise shall include;
  - 1. Review of past national reports to assess the implementation of the Rio Conventions in Niue.
  - 2. Stakeholder consultations on information gaps and capacity issues hindering the implementation of obligations in each Convention.
  - 3. Establishing capacity development issues needed to improve the Convention implementation
  - 4. Presentation of information to a national validation workshop V. Finalize drafts findings and present to a validation workshop where a prioritization exercise is also undertaken.

**Deliverables:**

Prepare a full draft report covering all Inception tasks and results in his/ her TOR prior to request for first installment. The inception report should contain propose detailed objectives, methodology, and time frame.

Draft report copy (soft and hard copies) of the thematic assessment of the challenges and opportunities of mainstreaming the Rio Conventions.

Validated Final report (soft and hard copies) of thematic assessment of the challenges and opportunities of mainstreaming the Rio Conventions obligation. The final report should contain:

- a. Description of Goals and requirements of the Rio conventions
- b. Description of Implementation of Rio Convention
- c. Description of Implementation of Thematic Issues on CBD
- d. Description of Capacity Gaps in the CBD Implementation
- e. Description of Implementation of Thematic issues for UNFCCC
- f. Description of Capacity gaps in the UNFCCC implementation
- g. Description of implementation of thematic issues for UNCCD
- h. Description of capacity building issues for the implementation of the UNCCD
- i. An action plan how to overcome the challenges and how to leverage the opportunities

**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

**Qualifications and Requirements:**

Bm TR5Eackground in Natural Sciences, and proven experience in research activities proven familiarity with the UNFCCC, CBD &UNCCD requirements, with respect to the specific expertise and aimed deliverables under these TORs

5. knowledge of English language is a must, since all reports shall be submitted to the International Team

6. Representative of the UNDP CO, for review, comments and final validation;

1) Consultancy implementation arrangements

- The principal responsibility for managing this consultancy lies with the Project Management Unit 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 of staff

2) PAYMENT MODALITIES

The consultants shall be paid the consultancy fee upon completion of the following milestones.

- 20% after completion, submission and acceptance of inception report;
- 40% after completion, submission and acceptance of detailed reports containing thematic assessment of the challenges and opportunities to mainstream the Rio Conventions
- 40% Submission of final consultancy completion 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 personal 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

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 70% 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%
- Extensive conceptual and practical knowledge of NCSA in the context of the three Rio Conventions and strategic principles: 15%
- Demonstrated experience and practical knowledge in working and collaborating with stakeholders including governments; civil society and communities in Liberia: 10%;
- Overall Methodology: 40%;
- Fluency in English and a working knowledge of English: 5%. EPA/UNDP is committed to achieving workforce diversity in terms of gender, and culture

ATTENTION:

Pescee Doe

**OFFICER-IN-CHARGE**

Procurement

Environment Protection Agency (EPA)

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Or through email ([ptdoe@epa.gov.lr](mailto:ptdoe@epa.gov.lr)), indicating in subject area “EOI to **draft thematic assessments of the challenges and opportunities to meet obligations under three Rio Conventions**. Closing date for applications is 4 PM, August 18, 2021. Any application coming/received after this deadline will not be given consideration. Only short-listed candidates whose applications correspond to the above criteria will be contacted.

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