**GLOBAL CLIMATE CHANGE ALLIANCE PLUS –**

**WEST AFRICA (GCCA+ WA)**

**Terms of Reference**

**Long Term Expert**

**Climate Finance Expert within GCCA+AO**



**February 2021**

*Recruitment carried out by Expertise France as part of the GCCA+ West Africa project*

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| *Funded by* | ***GCCA+*** |
| *Implemented by* |  |
| *Under the political portage and for the benefit of* | ***CEDEAO*** |
| *In partnership with* | ***cilss*** |

#  PROJECT PRESENTATION

## Context and expected outcomes

**The Global Climate Change Alliance (AMCC+ or GCCA+)**

The Global Climate Change Alliance Plus (AMCC+ or GCCA+) is the second phase of an initiative of the same name launched by the European Commission (EC) in 2007, aiming at enhancing the dialogue and cooperation in the field of the fight against climate change between the European Union (EU) and the most vulnerable developing countries.

This second phase in particular aims to take into account the evolution of development issues and thereby contribute to the achievement of the Sustainable Development Goals defined by the United Nations and to the implementation of the Paris Agreement.

The GCCA+ initiative continues to support countries *via* two mutually reinforcing pillars: the political and technical dialogue and support for the implementation of national and regional climate change adaptation and mitigation policies, with a greater emphasis on the management of climate knowledge and communication on it.

The priorities for GCCA+ are as follows:

1- Build the scientific and technical capacities of the subregion in order to reduce vulnerability to climate change;

2- Promote the mainstreaming of aspects of climate change into development policies, strategies, programmes and projects at the subregional and national levels;

3- Support the development and implementation of subregional and national climate change adaptation programmes and projects.

The GCCA+ initiative breaks down into i) an “Overall’ component composed of programs set out by country under the supervision of the EU Local Delegations, and ii) an “Intra ACP” component under the coordination of the ACP Secretariat in Brussels. This component is itself divided into subregional components and Expertise France has been designated to manage the delegation of funds for West Africa.

**The West Africa regional component**

The GCCA+ West Africa project implemented by Expertise France with a **5-year** budget of **EUR 12.1m** benefits from two regional bases: the political support for the project from **ECOWAS**, and a technical base with **CILSS** which will, in addition, be implementing part of the activities.

GCCA+ West Africa officially started on **1 January 2018** and began by a 12-month preparatory phase which aimed to lead to a common definition of the project outcomes and activities.

**The 6 main project outcomes are as follows:**

**EO1.** ECOWAS and its specialised agencies develop operational and institutional capacities that meetthe needs of member countries (+ Chad and Mauritania) in the focus areas of GCCA+, in climate negotiations and in the implementation of the Paris Climate Agreement.

Indicative activities:

* Build the capacities of regional institutions on the climate and, in particular, on the Paris Agreement,
* Build the capacities of countries and regional institutions on international climate negotiations.

**EO2.** The climate change strategies and priorities–regional (ECOWAS) and national (member countries+2) – for the implementation of the Paris Climate Agreement in member countries are enhanced and their implementation is supported.

Indicative activities:

* Support capacities to consolidate and monitor the implementation of the Paris Agreement at regional level,
* Support the implementation of national contributions.

**EO3**. Pilot adaptation projects, including solutions based on an ecosystem approach, which havealready been tested and implemented in ECOWAS countries and serve as a reference, are scaled up.

Indicative activities: This outcome will mainly be achieved *via* the launch of calls for projects.

**EO4**. Regional organisations and ECOWAS member countries step up the strategic dialogue, build theirnegotiation capacities, share information and skills, and the outcomes and knowledge on climate action.

Indicative activities:

* Continue the analysis of the climate, its impacts, the vulnerability of agro-pastoral systems and the production of hydro-climate information,
* Capitalise on and share good practices and innovative technologies on climate change adaptation and mitigation in West Africa.

**EO5**. The capacities of technical institutes, universities and regional centres to provide training services,research and support for innovation in sectors related to climate change adaptation and mitigation are strengthened.

Indicative activities:

* Set up diploma-based training in the field of climate change,
* Develop e-learning dynamics on these subjects in the region.

**EO6**. With the prospect of future support through climate finance and investments, innovativeapproaches involving the public and private sectors for climate and economic resilience are prepared and tested.

Indicative activities:

* Facilitate access to financing for project initiators by building project engineering capacities and knowledge on the appraisal of the various funds.

Find out more about the project news: <https://www.expertisefrance.fr/actualite?id=754627>

## Implementation structure

The project is coordinated from Lomé (Togo). The Project Coordination Unit (PCU) is based at the Regional Agency for Agriculture and Food (RAAF) and is responsible for:

* Proposing and managing the strategic orientation and activities with a partnership approach for validation by the Steering Committee;
* Managing the implementation of the strategic orientations validated by the Steering Committee;
* Implementing part of the activities and, in particular, coordinating the call for project proposals processes and the management and implementation of pilot projects;
* Mobilising actors and partners for strategic objectives;
* Coordinating the technical and financial reporting of the project;
* Conducting the contractual monitoring of the grant allocated to CILSS and RAAF;
* Promoting and harmonising good practices and procedures within the project;
* Managing the monitoring-evaluation and capitalisation at the project level;
* Guiding and handling the communication and dissemination of the project actions and outcomes.

It is composed of:

- A coordinator,

- A climate institutional capacity building officer, responsible for components 1 and 2,

- A Pilot Project Officer, responsible for Component 3

- A climate finance expert, responsible for component 6

- A monitoring-evaluation/capitalization manager,

- A communication manager and a communication officer.

- An administrative and financial manager

- A project assistant.

The project coordination unit works directly with a technical assistance that provides expertise to all project components (framing, technical supervision, quality control, etc.).

Part of the activities are directly implemented by CILSS. The outcomes of these activities will be subject to a consolidation by the PCU to provide an overall report on the project implementation. Furthermore, RAAF is responsible for the financial and administrative management of the activities related to the regional workshops and/or training, and related to the operation of the PCU. It has also been entrusted with a grant in this respect.

The PCU works closely with the ARAA, the CILSS, the ECOWAS Commission and the EF headquarters.

The current climate finance expert will leave the project at the end of February, and these TOR are intended to frame the replacement of this position.

# OBJECTIVES OF THE MISSION

Under the responsibility and supervision of the project coordinator based in Lomé, the **climate finance expert** will be responsible for carrying out all the activities necessary to achieve result 6, which will involve continuing and consolidating the work already carried out since the beginning of the project under this component.

The expert will have to work in close collaboration with the entire PCU and will have to promote synergies and collaborations with all the results of the project, in particular the work to develop the regional climate strategy that will be accompanied by a financing plan.

# DESCRIPTION OF TASKS

## Support for the Green Climate Fund accreditation process

2021 work plan

* Continue and finalize the preparation and submission of the EBID application for GFC accreditation:
	+ Coach the EBID accreditation task force in the collection of the remaining documents;
	+ Advise EBID management on the preparation/update of missing documents and procedures;
	+ Carry out quality control of the documents produced;
	+ Assist EBID's Accreditation Task Force in managing the interactions with the GFC Secretariat to obtain the connection parameters on the OAS platform;
	+ Assist the EBID accreditation task force in the organization of the file: identification of relevant sections and labeling of files;
	+ Assist the EBID accreditation task force in the submission of documents on the OAS platform;

*Submission is a priority of the roadmap.*

* Assist the EBID accreditation task force in the management of the post-submission interactions with the GFC Secretariat;
* Conduct a diagnosis of EBID's institutional capacity building needs in order to fully play its role once accredited, in collaboration with the TA;

2021 work plan

* Provide remote consulting support to CILSS for its accreditation process with GCF;
* Assist the ECOWAS Regional Agency for Agriculture and Food (ARAA) in its FMCA process with FVC.

This will include assisting the ECOWAS Regional Agency for Agriculture and Food (RAAF) in obtaining the support expected from the DNAs in the region for its FMCA process with the GCF (this includes obtaining the commitment of one or more DNAs to work with RAAF as a Delivery Partner for their Readiness Programs with the GCF).

##  Setting up a regional project to be submitted to the Green Climate Fund

2021 work plan

* Finalize the process of formulating the regional project concept note on the resilience of pastoral ecosystems in West Africa, in relation to the TA Livestock and Pastoralism of the Department of Agriculture, Environment and Natural Resources (AERN) of the Commission of ECOWAS and with the accredited entity which will have been selected by the AERN Department to carry the project and submit it to the GCF:
	+ Take ownership of the work done and make contributions;
	+ Organize a technical workshop to discuss the rationale for the project, the main lines of intervention, the theory of change, the areas of intervention and the implementation arrangements. This workshop will involve regional experts specializing in the issue and experts from the AERN Department;
	+ Work on estimating the costs associated with the actions selected;
	+ Organize a regional consultative workshop to share the concept note with the main actors who will have to be involved in the implementation of the project (GCF DNAs, institutions specializing in livestock, major projects and regional programs active on livestock issues , Breeders' organizations, etc.)
	+ Finalize the concept note for submission to the Accredited Agency;
	+ Track the finalization and filing of the concept note through the selected Accredited Agency.

2022: Carry out another process (to be confirmed at the end of 2021; following the lessons learned from the first concept note).

## Support the institutionalization of the monitoring of financial flows and climate and the use of data.

* Finalize the process of institutionalizing the monitoring of climate financial flows to the ECOWAS-CILSS zone, in support of the Environment Directorate of the ECOWAS AERN Department and in close collaboration with the Pearl TA:
	+ Installation of the exploratory technical committee;
	+ Establishment of the steering committee;
	+ Organization of the meetings of the 2 committees;
	+ Coordination of the elaboration of the concept note for the monitoring of climate financial flows to the ECOWAS-CILSS zone;
	+ Mapping of climate financial flows to the ECOWAS-CILSS zone, 2021 edition.
* Analyzing the data and making proposals for access to climate financing in the ECOWAS/CILSS zone through actions/partners/ and also advocacy.
* Ensure the sustainability of the institutional mechanism in 2022 and beyond, particularly in relation to the regional climate strategy.

## Provide advisory support to the AERN Department on climate finance issues

* Organize the training workshop for Sierra Leonean stakeholders on the development of climate projects for the GCF, in collaboration with the climate change project (Swedish funding) of the AERN Department);
* Monitor the implementation of the WAICSA communication strategy and organize the necessary arrangements for the signature and then the implementation of the agreement between EBID and the GCCA + WA / Expertise France project;
* Provide advisory support to the AERN Department on climate finance issues as part of its activities / news as well as to RAAF.

## Participate globally in the implementation of the GCCA + WA project

* Implement the work plan of the activities of result 6.
* Seek synergies with all project activities, in particular RA1, RA2 and RA3 as well as other projects and initiatives in the region.
* Participate in the coordination, monitoring, evaluation, capitalization and communication actions of the project.
* Organize and supervise archiving throughout the process.

# DELIVERABLES

The description below constitutes **a non-exhaustive list** of expected deliverables.

## Support for the Green Climate Fund accreditation process

* Final report on assistance to EBID and CILSS on the accreditation process with the GCF;
* Offline accreditation form completed for EBID;
* Offline FMCA form completed for RAAF;
* Report on the diagnostic of the institutional capacity building needs of EBID;
* An electronic filing box containing the documents transmitted for accreditation.

## Setting up a regional project to be submitted to the Green Climate Fund

* Report of the technical workshop on the draft concept note for the regional project on resilience of agro-pastoral production systems
* Report of the regional consultative workshop on the draft concept note for a regional project on resilience of agro-pastoral production systems
* Concept note for a regional project on the resilience of agro-pastoral production systems integrating all the comments made.
* Point of care documentation delivered for the implementation of the project

## Support the institutionalization of the monitoring of financial flows and climate and the use of data.

* Minutes of the meetings of the technical committee and the steering committee in charge of the process of institutionalizing the monitoring of climate financial flows to the ECOWAS-CILSS zone;
* Conceptual note on the monitoring of climate financial flows to the ECOWAS-CILSS zone;
* Mapping report on climate financial flows to the ECOWAS-CILSS zone, 2020 edition.
* Analysis note on the mapping report on financial climate flows to the ECOWAS-CILSS zone, 2020 edition, with a proposal for actions/axis/advocacy to strengthen access to financing in the zone; proposal for a communication plan and promotion of the report.

4.4. Provide advisory support to the AERN Department on climate finance issues

* Report of the Sierra Leone stakeholder training workshop on climate project development for the GCF;
* Contributions to the WAICSA communication/marketing strategy consultants' report.

# ORGANIZATION & LOCATION

The post is based in Abuja at the headquarters of the ECOWAS Commission within the AERN Department. Numerous missions in the ECOWAS/CILSS zone are to be planned, particularly in Lomé, in the PCU (within the RAAF) and in EBID (depending on the health context, a temporary arrangement could be envisaged for the location of the post and the missions).

The expert could be supported by a consultant if necessary, in particular for GCF accreditation support activities.

# EXPERIENCES AND QUALIFICATIONS

## Qualifications

* Hold a post-graduate degree (Master's or PhD) in political science, environmental studies, climate change and/or related disciplines.

## Experiences

* At least 10 years of professional experience in the sector(s) related to the mission: environment, climate change, climate financing under the UNFCCC ;
* Very good knowledge of climate finance issues in the context of international negotiations under the UNFCCC;
* Experience in working with government institutions and all key stakeholders to develop local climate resilient solutions in West Africa and the mobilization of climate finance;
* Practical experience in supporting countries or institutions in the accreditation and/or development processes of projects submitted to climate funds, particularly the Adaptation Fund and the GCF;
* In-depth knowledge and understanding of the functioning and architecture of climate funds in general and the GCF and AF in particular, including accreditation procedures;
* Demonstrated experience working with governmental and regional institutions in West Africa;
* Good knowledge of the project cycles of climate funds in general and the GCF in particular;
* A good knowledge of climate fund submission procedures in general, and the GCF in particular;
* A good knowledge of the project cycle of climate funds in general, and the GCF in particular;
* Good knowledge of the project appraisal and proposal preparation processes for GCF-type projects;
* Experience in economic and financial analysis for project sustainability and budget formulation, particularly for the GCF.

## Skills

* Have a detailed understanding of the regional institutional context (ECOWAS policies in particular) and a very good knowledge of the issues related to climate change for the region and the mobilization of climate financing;
* Analytical capacity and strength of action/strategy/positioning proposals for strengthening access to climate finance;
* Good teamwork skills;
* Ability to write clear and precise activity reports, capitalizing on experiences and lessons learned for possible replication;
* Have an excellent written and spoken command of English and French. A good command of Portuguese is an asset;
* Have a strong capacity for work, rigor and organization.
* Very good aptitude for virtual work/computer tools.

# APPLICATION FILE

* A CV (EU format)
* A Cover letter
* 3 references that can be contacted

Start date: As soon as possible

Applications must be submitted via the Expertise France platform and sent to the following address: laure.bruma@expertisefrance.fr and maelle.vandierendonck@expertisefrance.fr with the subject line of the email: application climate finance expert

Applications will be analyzed from 5 March and interviews can start as early as 8 March.

Deadline for applications: 12 March.