

Terms of Reference

Commonwealth Climate Finance National Adviser, Mauritius

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| Reference: | CF\MUS\0001 |
| Post Title: | Commonwealth National Climate Finance Adviser for Mauritius |
| Project Title: | Commonwealth Climate Finance Access Hub (CCFAH) |
| Project Location: | Mauritius |
| Duration: | 1 year with the possibility of extension |
| Responsible to: | Permanent Secretary, Ministry of Environment, Solid Waste Management and Climate Change, Mauritius |
| Start Date: | April 2022 (approx.) |

I. Project Background

This Project will provide Assistance to Mauritius to increase access to Climate Finance at the national level through the development of a pipeline of project proposals targeting relevant climate finance funding envelopes, and supported by improved cross-ministerial coordination of efforts to operationalise the national climate change frameworks.

This support is delivered under the Commonwealth Climate Finance Access Hub which aims to facilitate improved access by small and vulnerable countries to climate finance to meet their priority needs in securing sustainable development. To do this, the Hub places long-term advisers at regional and national levels within Small Island Developing States (SIDS), Least Developed Countries (LDCs) and other countries in Africa, to support national efforts to access and effectively use international climate finance. The focus is on supporting national priorities for action through South-South cooperation, exchange and mutual learning.

Mauritius' Ministry of Environment, Solid Waste Management and Climate Change (MOESWMCC) is responsible for devising appropriate legal and policy framework regarding environment related issues such as climate change, and solid waste management to effectively respond to emerging challenges. Furthermore, MOESWMCC is charged with incorporating climate change adaptation and mitigation measures to ensure sustainable development initiatives.

Mauritius has a formalised and submitted its Intended National Determined Contributions (INDC) to the UNFCCC Secretariat in September 2015. The INDC identifies specific priority sectors - environment, agriculture, oceans, amongst others and the private sector as a privileged partner in implementing actions to address the threat of climate change at the national level. This has been informed by past experience with the CDM and NAPAs and supported by a broad consultative process, and it is now time to operationalise it.

The INDC has political buy-in, with an Action Plan on the basis of the INDC approved by Cabinet and supported by the formulation of two coordination committees: one based in the Ministry of Finance, Economic Planning and Development (MOFEPD) for resource mobilisation and the other, a Technical Coordination Committee in MOESWMCC for the implementation of the INDC. The Action Plan sets targets and milestones and aligns all projects under a climate lens with allocated budget lines (with a portfolio of >\$7bn). The MOESWM has already initiated the process for the review/update of the Mauritius NDC under the French technical assistance through the Agence Française de Développement under the

‘Adapt’ Action’ programme. There is however a continuing need to coordinate and link NDC actions under the mandate and the coordinating role of the MOESWMCC.

Additionally, being able to report on the NDC is important for gaining access to funds. Coordination and transparency of support through a robust monitoring and reporting framework is an important readiness requirement which Mauritius struggles with. This extends to specific technical gaps in undertaking cost-benefit analysis, financial investment strategies and action prioritisation. While there are a lot of financing bodies prepared to extend assistance; there are limited technical capabilities to develop bankable project proposals for submission to these bodies. A Training on ‘Capacity Development for Preparing Bankable Projects’ for 60 Government officials was undertaken on 23 and 24 August 2018 by the MOESWM in collaboration with the Commonwealth Climate Finance Access Hub and the European Union. This training was replicated on 27 August 2018, in Rodrigues for Members of Rodrigues Regional Assembly and 30 Government officials. There is a need to further replicate the training with stakeholders such as the private sector and non-governmental organisations.

Mauritius has previously applied to climate change funds with a strong ‘Adaptation focus’ (with around \$4.5bn requested) but these proposals have faced obstacles because it is difficult to prove climate change impacts. Expertise is needed to bring climate components clearly into these work proposals and to show the demarcation between national development and climate change.

The MOESWMCC is the focal point for UN Framework Convention on Climate Change. It coordinates the country’s actions on climate change through its Climate Change Division (CCD) that has put in place a system to monitor and assess vulnerability and adaptation to climate change that allows for the monitoring of climate vulnerability and the results of adaptation actions, taking into account gender issues. The planning process for climate change will be further reinforced with the proposed introduction of a Climate Change Bill which, *inter alia*, proposes setting up of a Department of Climate Change. Indeed, further technical knowledge and skills will be required as core competencies in the near term to effectively help Mauritius move and accelerate on a pathway of climate resiliency and for fulfilment of international obligations under climate change including the implementation of the NDC.

The technical knowledge and skills required but not limited to include the following: downscaling and modelling to enable projection of climate scenarios and its likely impacts on climate sensitive sectors; advance IT skills for application of GIS to undertake geospatial monitoring and mapping sea level rise and other climate related extreme events; calculations of GHG emissions or saving and carbon footprint assessment for major projects including those related to Blue Economy; vulnerability assessment and monitoring of impacts in climate sensitive sectors; GHG inventories using specialized tools for assessing the carbon sink potential; identification, assessment and promotion of adaptation and mitigation technologies; preparation of bankable projects; Monitoring and Evaluation of projects; Measuring, Reporting and Verification (MRV) system; and calculating cost benefit analyses for adaptation and mitigation measures. Therefore, mobilisation of climate finance is required for the preparation and implementation of a sustainable capacity building strategy and plan on climate change for the various stakeholders (government agencies, private sector, NGOs, CBOs and CSOs). Additionally, the National Adviser will provide the required capacity-building for stakeholders to access climate funds.

The immediate beneficiaries of the Project are expected to be staff from MOESWACC and across Ministries with oversight of priority sectors under the INDC. Further to this, an essential part of identifying key ‘priorities of priorities’ under the INDC in terms of bankable climate finance project proposals will be wide stakeholder consultations in these sectors (including for example the private sector and civil society). These groups are expected to benefit from the external and independent expertise from the Climate Finance Access Hub to engage with, access and manage climate funds. Ultimately, this Project is expected to result in a substantial increase in disbursement of climate funds to Mauritius in the first instance and improved resilience to the threats of climate change thereafter. This will benefit the entire population of Mauritius both in the current generation and beyond.

II. Scope of Work

Short-term Outcome: Increased Access to Climate Finance at the National Level

The National Climate Finance Adviser will continue with the work of his predecessor i.e. s/he will follow up on the 19 Project Concept Notes /project proposals that have been prepared based on inputs provided by relevant stakeholders. The role of the National Climate Finance Adviser is to primarily provide strategic and technical guidance on mobilising climate finance so that civil servants can build the capacity to draw on funds to support the implementation of the Mauritius INDC and other climate related projects. The National Climate Finance Adviser will be expected to support existing and new climate change activities and programmes as well as oversee their respective implementation including, *inter alia*, the following projects: National Adaptation Plan (NAP), Nationally Appropriate Mitigation Actions (NAMA), NDC Review, Capacity Building Initiative for Transparency (CBIT), National Vulnerability Assessment and Adaptation Committee (NVAC), Biennial Update Report (BUR), Fourth National Communication (FNC), Development of Country Programme for GCF projects under the Readiness Programme, Nomination of the Ministry as National Implementing Entity (NIE) to Adaptation Fund, Building climate-resilient health systems and the forthcoming Climate Change Act. In addition, the National Climate Finance Adviser will also help in enhancing the skills and expertise of staff of relevant Ministries/ organisations to undertake the formulation of climate funding proposals and subsequently manage the programme/project.

The main responsibilities of the National Climate Finance Adviser include, *inter alia*:

Output 1: Project proposals developed in response to relevant climate finance funding envelopes.

Expected activities include (but not limited to):

- Development of project proposals targeting relevant climate finance funding envelopes, and submission through the relevant Ministerial approval process;
- Sectoral assessments to identify ‘priorities of priorities’ in developing bankable projects and quick wins (i.e. those with feasibility already in place);
- Consulting and investigating ‘priorities of priorities’ to set achievable and measurable milestones for project proposal development and submission;
- Develop robust climate components within project/work proposals to highlight the demarcation between national development and climate change;
- Provide timely technical advice on sources of funding (both multilateral and bilateral) for climate projects;
- Facilitate the process of preparation, design, submission and approval of programme/projects proposals for financing;

- Assess and provide technical analysis on projects proposals from relevant Ministries to ensure quality of submissions;
- Support the establishment / strengthening of partnerships and collaboration opportunities with sources of climate finance; and
- Provide support and strategic guidance to the MOFEPD on climate finance matters as and when required.

Output 2: Coordination of cross-ministerial efforts to operationalise the NDC and other climate related projects

Expected activities include (but not limited to):

- Strengthening the coordination and linking of INDC measures / actions across ministries and provide strategic guidance / support to the two NDC Coordination Committees (on technical issues and resource mobilization under the MOESWACC and MOFEPD, respectively);
- Support the development of Guidelines on climate proofing projects;
- Engage with the national Technical Committee on climate finance readiness chaired by the MOFEDP;
- Contributing to the objectives of the Green Climate Fund Readiness programme through country programming and priority of climate change investment areas;
- Support the development of initial pipelines of programme and project proposals in line with the INDC that align with the investment framework and priorities of the Green Climate Fund (GCF) and other climate finance funding envelopes;
- Provide assistance in the preparation of TOR's and RFP's including identification and evaluation of climate experts; Support the management of climate related projects and programme; and
- Provide management support and technical advice on the implementation of the Green Climate Fund Readiness programme;

Output 3: Capacity Development of relevant Ministries and other organisations

Expected activities include (but not limited to):

- Undertake needs and gaps assessments and thereafter prepare and implement capacity building strategy and plan on climate change including enhanced access to climate finance;
- Capacity building for staff in relevant ministries to undertake and manage the various tasks associated with the formulation, application and submission of requests for funding under climate finance that responds to/meets the requirements of climate finance donors.
- Capacity building and awareness raising for public and private sector staff on climate change awareness and climate proofing projects within Ministries, Departments and Agencies (MDAs);
- Undertake capacity building for ministries and organisations such as National Designated Authorities (NDA) and Implementing Entities (IEs) of climate finance activities; and
- Capacity building for staff of relevant Ministries to be able to improve monitoring and evaluation processes for climate finance activities.

Output 4: Contribute to the Commonwealth Climate Finance Access Hub

Expected activities include (but not limited to):

- Collect information and develop knowledge products (handbook, guidelines, manuals, newsletters) for use by counterparts (including the Climate Change Information Centre based at the Climate Change Division) and for dissemination to Hub partners;
- Support information sharing and knowledge exchange with regional, national and sub-national government, civil society and private sector stakeholders;
- Sharing of best practices in other Commonwealth countries; and
- Establish and strengthen links for sharing knowledge and experiences at national level.

III. Implementation Arrangements

The National Climate Finance Adviser will be based at the MOESWMCC, Mauritius, and will also engage with national-level stakeholders in other Ministries and Organisations. The Adviser is also expected to interact closely with the work of the Commonwealth Climate Finance Access Hub and to share reports and materials with the General Manager also based in Mauritius.

In respect of interaction with the MOFEPD as Mauritius' NDA, the National Adviser will help in the identification of multilateral and bilateral sources of climate funding as well as call for proposal for climate / environment projects. Working in close collaboration with the MOFEPD, s/he will also be expected to provide guidance on the procedures and guidelines to respond to call for proposals and also tap climate finance opportunities. In view of the approved Green Climate Fund Readiness project, the National Adviser, given his expertise in climate finance and climate change, will be involved in the drafting of relevant ToRs and RFP's for the implementation of the project and help in the assessment of the various outputs of the latter.

In addition, the National Adviser, based at the MOESWMCC, would be called upon to assist other Ministries and provide guidance on the formulation and implementation of various climate change projects. As such, all the concerned Ministries may draw from the expertise of the National Adviser and build capacity internally. The National Adviser would also be required to help review project proposals to the various multilateral and bilateral institutions, providing clear reviews and comments on the proposals and also suggesting ways to formulate and improve project proposals.

The Adviser will report on a day-to-day basis to the Permanent Secretary, MOESWMCC - Mauritius, or their nominee (the 'Reporting Officer'). The project will be managed by the Technical Assistance Unit (TAU) with policy direction from the Climate Finance and Small States team of the Commonwealth Secretariat.

Monitoring and Evaluation of the project will take place during the course of its implementation. The Adviser will be expected to provide Inception Reports and Six-Monthly Progress Reports supported by supplementary information to the Commonwealth Secretariat as required, as well as to the MOESWMCC. All reports will be submitted to the designated Project Manager at the Commonwealth Secretariat and signed by the Reporting Officer in the host organisation. Additionally, the Adviser will be expected to submit an annual work plan including progress reports at the end of quarter 1 and quarter 3 to MOESWMCC. A final

Project Completion Report which combines evidence from all review mechanisms will be completed at the end of the project.

IV. Transfer of Expertise

The Commonwealth Secretariat attaches particular importance to the transfer of expertise and knowledge to counterparts. The adviser in his/her discussions with the Reporting Officer should draw attention to the need for key staff to be assigned as counterparts at the beginning of the assignment. This should be reported in the Inception Report. A training programme for key counterpart staff should be produced by the adviser and agreed with the Reporting Officer. An update should be provided on this in the first Progress Report.

V. Gender Mainstreaming and Youth

The Adviser under this project will be expected to actively support the Commonwealth Secretariat's Gender Equality Policy. This Policy provides a mandate and framework for realising the Commonwealth's commitment to mainstreaming gender equality and equity into all its policies, structures, systems and operations. It is intended to strengthen and guide the collective effort of all Secretariat staff to ensure that women, men, girls and boys benefit equally from their work.

The Commonwealth Secretariat is also committed to supporting governments in developing countries to implement youth-focused policies and programmes. The Commonwealth support young people to lead change and be recognised as development partners, by promoting their engagement at all levels of decision-making.

The Adviser will be expected to highlight and respond to specific gender and youth questions attached to the process under this project, which will be included in all project reporting.

VI. Required Skills and Experience

Academic qualifications:

- A post-graduate qualification (Masters degree is essential) in any of the following: Climate Change, Environmental Studies/ Economics, Natural Resources Management; Energy; Project Management; Business Studies; or any other related subject.

Experience:

- At least 8 years of work experience in climate policy development and management of projects in the area of climate change, energy, forestry, biodiversity, agriculture and technical assistance initiatives;
- Demonstrated knowledge and extensive experience in the climate finance space including climate finance readiness, grant proposal writing ,climate change capacity building or technology transfer;
- Demonstrated experience in resource mobilization, stakeholder relationship building and collaboration with government agencies, donors and/or international development partners, and non-government organisations;
- Proven experience in developing knowledge products, including analytical pieces, papers, reports and related products;

- Developing country experience, particularly in Africa, Caribbean, Indian Ocean and Pacific regions.

Language:

- Fluency in both written and spoken English is essential;
- Knowledge of an additional relevant language is desirable.
