

**STRENGTHENING JAMAICA'S CAPACITY TO MEET TRANSPARENCY  
REQUIREMENTS UNDER THE PARIS AGREEMENT**

**TERMS OF REFERENCE**

<b>Project:</b>	Assessment of on-going initiatives at the regional, national, sub-national and sectoral levels to support transparency-related activities
<b>Location:</b>	Jamaica
<b>Grant No.:</b>	JA-T1165
<b>Type of contract</b>	Individual Consultant
<b>Duration of contract:</b>	3 months
<b>Language:</b>	English
<b>Expected start date:</b>	September 27, 2021

**1. Background and Justification**

- 1.1. Article 13 of the United Nations Framework Convention on Climate Change Paris Agreement provides for an enhanced transparency framework aiming to build mutual trust and the effective implementation of the actions identified under the Nationally Determined Contribution (NDC). Currently Jamaica is not sufficiently prepared to monitor, report and verify mitigation and adaptation actions, related policies and corresponding finance in a concise and robust manner, nor efficiently able to generate forecasting scenarios and strategic information for policy-makers (economic, investment, technological, etc.) needed to support transformational change.
- 1.2. As a signatory to the United Nations Framework Convention on Climate Change (UNFCCC), and as a Non-Annex I Party to the Convention, Jamaica has played a key role in international negotiations advocating for adequate funding to assist small island developing states (SIDS). Despite not being a major emitter of greenhouse gases (GHG), Jamaica is playing its part in reducing GHG emissions through "no regret" mitigation actions; as well as fulfilling the UNFCCC's requirements on transparency reporting by submitting several reports, including the first Biennial Update Report (BUR) from among the Latin American and Caribbean SIDS and by ratifying the Paris Agreement in April 2017 becoming a Party in May 2017. Jamaica also submitted its Third National Communications to the UNFCCC in January 2019 and was the 14<sup>th</sup> country to submit its Updated NDC (submission in June 2020). These submissions indicate the strong level of country commitment to establish long term arrangements to ensure a sustainable, accurate and reliable transparency framework
- 1.3. The outputs from the National Communications, Biennial Update Reports and the National Determined Contributions, have identified the capacity constraints in Jamaica which include: (i) the current institutional arrangements are not formalized into long term agreements; (ii) there is a widely lack of reliable and accurate data; (iii) poor methodological sophistication; and (iv) limited local technical capacities and expertise.
- 1.4. Through the Global Environment Facility (GEF), Jamaica has received grant financing valued US\$1.3M to address capacity constraints as it relates to transparency reporting to the UNFCCC. The main objective of the project is to strengthen Jamaica's transparency framework through the design and implementation of a fully functional and harmonized domestic Measuring, Reporting

and Verification (MRV) system for the effective implementation of the country's NDC and other transparency-related activities.

- 1.5. One of the project's outcomes is to enhance the institutional capacity for long-term planning and timely reporting of transparency-related activities. There is thus a need to identify the capacity needs within the Ministry of Housing, Urban Renewal, Environment and Climate Change, through its Climate Change Division (CCD), to allow Jamaica to meet its transparency related obligations under the UNFCCC.
- 1.6. The project is aligned with Jamaica's national priorities and development planning such as Vision 2030, Jamaica's National Development Plan. The project will contribute directly to Jamaica's National Energy Policy, as it will help to build capacity and provide comprehensive data which can be used for energy planning and the development of renewable energy projects. The project will also be aligned to the current activities related to the development and formulation of sectoral adaptation strategies and action plans and Jamaica's participation in phase III of the GEF financed UN Environment Technology Needs Assessment project.

## **2. Objectives**

- 2.1. The objective of this consultancy is to conduct an assessment of on-going initiatives at the regional, national, sub-national and sectoral levels to support transparency-related activities related to mitigation, adaptation, climate financing and capacity building. The outputs of these assessments will be used to identify specific capacity building activities to improve the arrangements for transparency activities.

## **3. Scope of Services and Key Activities**

- 3.1. The consultant will prepare a detailed comprehensive assessment of the ongoing initiatives at the regional, national, sub-national and sectoral levels to support transparency-related activities (i.e., activities related to measuring, reporting and verification of climate change data) and how these initiatives and related processes could be improved for reporting on mitigation, adaptation, climate financing and capacity building to the UNFCCC.
- 3.2. Key activities will include: (i) identification of on-going initiatives at the regional, national and sub-national levels to support transparency-related activities conducted; (ii) identification of on-going initiatives at the sectoral levels (mitigation and adaptation related sectors identified by the CCD) to support transparency-related activities conducted; and (iii) identification of appropriate measures for the improvement of transparency related activities i.e., activities related to measuring, reporting and verification of climate change data.

## **4. Qualifications and Experience**

- 4.1. An advanced degree in Environmental Sciences, Engineering, Climate Science, Economics or any field related to Environmental Management.
- 4.2. Knowledge of public sector systems and information technology is desirable.
- 4.3. At least 10 years' experience with an in depth understanding of climate change, UNFCCC processes and transparency related activities i.e., activities related to measuring, reporting and verification of climate change data.
- 4.4. Good written and verbal communication skills in English.

## **5. Deliverables**

- 5.1. The consultancy seeks to assess ongoing transparency initiatives across regional, national, sub-national and sectoral levels related to reporting on mitigation, adaptation,

climate financing and capacity building. The output will also include a report on the necessary measures and activities which are required in government departments to improve transparency activities.

5.2. The specific deliverables include:

- 5.2.1 Deliverable 1: Inception report including a detailed methodology and work plan within the first 3 days of the assignment
- 5.2.2 Deliverable 2: A report on-going initiatives at the regional, national and sub-national levels to support transparency-related activities conducted
- 5.2.3 Deliverable 3: A report on on-going initiatives at the sectoral levels (mitigation and adaptation related sectors identified by the CCD) to support transparency-related activities conducted
- 5.2.4 Deliverable 4: A report on the necessary capacity building activities which the Government of Jamaica needs to improve transparency activities.
- 5.2.5 Deliverable 5: Summary report of methodology, main findings and recommendations.

#### **SCHEDULE OF PAYMENT**

The contract price is a fixed output-based price regardless of extension of consultancy duration. The following percentages are contemplated for payments:

<b>No.</b>	<b>Deliverable</b>	<b>% Contract value</b>
1	Upon submission and approval of Deliverable 1 (by Sept 30, 2021)	15%
2	Upon submission, <b>presentation</b> and approval of Deliverable 2 (by Oct 29, 2021)	25%
3	Upon submission and approval of Deliverable 3 (by Dec 3, 2021)	25%
4	Upon submission, <b>presentation</b> and approval of Deliverable 4 (by December 17, 2021)	25%
5	Upon submission and approval of Deliverable 5 (by January 7, 2022)	10%

#### **EVALUATION**

Applications will be evaluated based on general and relevant experience and qualifications as well as the Individual Consultant's work on similar projects.

#### **REPORTING REQUIREMENTS**

The Individual will report directly to the Principal Director and Project Manager of the Climate Change Division (CCD) of the Ministry of Housing, Urban Renewal, Environment and Climate Change (MHURECC), for contractual and administrative arrangements.

The Individual Consultant is expected to submit electronic versions of each deliverable in Microsoft Word and PDF as well as three (3) hard copies. All submissions must be completed in English.

**SUBMISSION REQUIREMENTS**

Please email (Subject: CBIT Ongoing Initiatives Assessment) curriculum vitae and cover letter to:

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