The WWF GEF Agency is recruiting a consultant to develop the WWF GEF Project Document (ProDoc) for the Project “Land Degradation Neutrality Fund Technical Assistance Facility” (GEF PMIS #9900).

Background:

The investment company Mirova, a subsidiary of Natixis Asset Management, has been nominated by the Global Mechanism of the United Nations Convention to Combat Desertification (UNCCD) to be the proponent of the establishment of a five-year, “Land Degradation Neutrality Fund Technical Assistance Facility”. A GEF Medium size Project Identification Form (PIF) developed by Mirova of $2 million from GEF and $4.9 million in co-financing has been submitted by the WWF GEF Agency to the GEF Secretariat. The PIF was approved by the GEF CEO in October 2017.

The objective of the GEF-6 project, “Land Degradation Neutrality Fund Technical Assistance Facility” is to support the Technical Assistance Facility (TAF), managed by IDH Sustainable Trade Initiative, in providing project preparedness and technical assistance services to build a strong portfolio of transformative projects for the UNCCD Land Degradation Neutrality (LDN) Fund.

The aim of the TAF is to support investment readiness for projects seeking investment from the UNCCD Land Degradation Neutrality Fund (LDNF) with a view to build a strong portfolio of transformative projects. This will be achieved through the following components: 1) Improving technical and operational processes, advising on agronomy, forestry, sustainable land management services and enhancing financial structures of LDN-eligible projects for improved agricultural practices and increased land productivity, profitability, and/or sustainability; and, 2) Knowledge management and effective project Monitoring and Evaluation.

Mirova has contracted IDH for the development of the TAF and its management. Governance arrangements for the TAF will be agreed with donors and the project proponents during project development.

Objective:

The objective of the assignment is to lead project design and the development of the WWF GEF Project Document for the “Land Degradation Neutrality Fund Technical Assistance Facility” project, working closely with Mirova/IDH, UNCCD, donors and other partners. The consultant will be responsible for developing a comprehensive project design based on WWF and GEF standards, and ensuring that recommendations from GEF Secretariat review of the PIF are fully addressed.

The consultant will ensure timely delivery of the full WWF GEF Project Document package, including: the WWF GEF Project Document, GEF Request for CEO Endorsement document, GEF tracking tools, Letters of Co-financing, and other requested materials as mutually agreed in the project development workplan.
Main Responsibilities:

- Under WWF GEF Agency guidance, coordinate review and provide inputs for the establishment of the TAF governance structure. Review and provide inputs on development of the operational decision-making process that will be in place for selecting the sub projects receiving support from the GEF project funds. Inputs to TAF governance and management structure includes legal status, institutional arrangements, steering and advisory committee roles and responsibilities. Different governance options/models should be explored with the advantages and limits of each model carefully analyzed. The accountability aspects and relationship with UNCCD should be assessed. Ensuring approval by countries’ GEF Operational Focal Points where TAF projects take place will also have to be addressed;

- Timely delivery of the full WWF GEF Project Document package, including: the WWF GEF Project Document, GEF Request for CEO Endorsement document, GEF tracking tools, Letters of Co-financing, and other requested materials as mutually agreed in the project development workplan;

- Coordinate with Mirova, IDH technical staff and other partners involved in the TAF for overall planning and development of the project design and ProDoc, including budget and associated documentation needed for GEF CEO Endorsement;

- Identify with Mirova/IDH, donors and UNCCD Secretariat guidance and criteria on how the LDN TAF will prioritize GEF eligible countries and, in particular, less developed countries and countries with low capacity, including LDCs and SIDS. An indicative list of at least six projects in GEF eligible countries will be identified for potential TAF support;

- Ensure that proposed TAF criteria enhance capacity of countries to implement MEAs and mainstream into national and sub-national policy, financial and legal planning frameworks;

- Ensure key stakeholder consultations with the donors to the TAF, UNCCD and others to inform project design and compliance with WWF and GEF policies;

- Ensure an in-depth gender assessment is conducted, as required by WWF GEF Agency and the GEF Gender Policy, coordinating with the project proponents and a gender consultant as deemed necessary, and the results and recommendations are detailed in the ProDoc. In addition, ensure the gender assessment is used to develop a gender-responsive action plan that details full integration of gender considerations to address gender equality and women’s empowerment into the project from design, through implementation, and the monitoring and evaluation plan.

- Responsible to ensure that the project is in compliance with WWF Environment and Social Safeguards Integrated Policies and Procedures (SIPP) which includes coordinating with the project proponents and WWF GEF Agency and, if relevant, social and environmental specialist who will carry out environment and social impacts assessments and/or develop mitigation plans or frameworks to address any potential adverse environment and social impacts. Finally, the ProDoc consultant will incorporate any recommendations from the above assessments and mitigation plans to the ProDoc which may include revisions to the project design, including the Annual Workplan and Budget.
• Facilitate a ProDoc kick-off workshop with Mirova/IDH and other partners to plan ProDoc development, consider governance arrangements and agree on a workplan, to take place in Europe early 2018.

Duration and Deliverables:

• WWF GEF Project Document, GEF Request for CEO Endorsement document, GEF tracking tools, Letters of Co-financing, and other requested materials as mutually agreed in a project development workplan;
• Key intermediate deliverables and due dates will be determined in the work plan, and payments will be made against these and final deliverables in a payment schedule to be developed at that time;
• Target date for submitting the WWF GEF Project Document package for GEF CEO Endorsement is June 2018. In any case all required documents and annexes will be due to the WWF GEF Agency by no later than October 2018.

Qualifications and Experience:

• Academic background of at least MSc in Finance, MBA or equivalent;
• At least 10 years’ experience in the design, coordination, management and/or execution of international projects in agriculture, land use or agroforestry and specifically relevant to the context of investments in Land Degradation Neutrality;
• Extensive experience in business planning, project structuring and investment in the agricultural and/or forestry sector and specifically in developing GEF projects
• Experience and technical knowledge in land degradation/restoration and best land use practices
• Networks of topic-related external expert contacts an advantage;
• Experience in negotiating and coordinating with private sector, local project partners, civil society organizations and multi-lateral organizations;
• Experience and skills in managing professional and multi-stakeholder teams, and working with multi-disciplinary teams;
• Outstanding English writing skills and experience writing proposals and reports;
• Experience with Open Standards/Project and Program Management Standards (PPMS) will be an asset

Collaboration and supervision:

The consultant will be contracted by the WWF GEF Agency and will report administratively to the WWF GEF Agency. The consultant will report on progress to WWF GEF Agency, Mirova, IDH, UNCCD and their partners based on a jointly agreed workplan.

Budget and logistics

The GEF Project Preparation Grant (PPG) budget will be managed by the WWF GEF Agency. In addition to consultant fees, financial resources from the PPG will be available for project development logistics, including travel, per diems, workshop costs, etc.
Proposal Submission Details:

Interested parties are requested to email separate technical and financial proposals along with an application letter to Astrid Breuer [astrid.breuer@wwfus.org], WWF GEF Agency, 1250 24th St. NW, Washington DC, 20037, USA, no later than 5:00 PM, 15 January, 2018.

The financial proposal should include detailed breakdown of total budget proposed including: consultant fee, anticipated travel cost, communication costs, meeting and reproduction of documents. The payment is subject to tax deduction as per prevailing government rules. The payment will be made in instalments based on submission of satisfactory works and deliverables per a mutually agreed workplan.

1 The consultant may propose assembling a team and/or delegate tasks and should be detailed in their technical and financial proposal.