

## NAP GLOBAL NETWORK - COUNTRY SUPPORT HUB

### TERMS OF REFERENCE

**Consultancy: Synthesize adaptation outputs within the Department of Environment (DOE) and prepare an Adaptation Communication (AdCom) in advance of COP 26**

**June 2021 – November 2021**

#### **Background Information:**

The National Adaptation Plan (NAP) process in Antigua & Barbuda is currently underway at about 50% completion. The NAP seeks to enhance resilience and reduce vulnerability to climate impacts across Antigua & Barbuda. The country's NAP process is often referred to as a hybrid approach incorporating sector focused adaptation planning with broad national assessments to form some components. The priority sectors are finance, managed areas, infrastructure and housing, tourism, food security and wholesale and retail. The process was divided into 4 components at design: 1) data collection, 2) stakeholder consultation, 3) development of sector plans, and 4) capacity building. Vast amounts of spatial data were collected under component 1, including downscaled projections which were later incorporated into risk modelling outputs for the country.

At present, the DOE is preparing to commence work on the sector plans which will be conducted by consultants guided by internally developed guidelines to ensure coherence. The completed sector plans will then undergo a Strategic Impact Assessment (SIA) to determine the feasibility and potential impacts of proposed adaptation interventions.

As a Small Island Developing State (SIDS), adaptation remains central to the DOE's climate mandate for Antigua & Barbuda. In addition to the targeted adaptation programmes and projects being led by the DOE, most projects have an adaptation component. As a result, adaptation targets are being met through multiple projects. Monitoring and reporting on the varied adaptation outcomes is important for Antigua & Barbuda to accurately reflect its efforts and contribution to achieving the Global Goal on Adaptation (GGA).

#### **Assignment**

The consultant is tasked to help collate relevant adaptation outputs to inform the Adaptation Communication for Antigua & Barbuda in advance of COP 26, and to inform synthesis reporting for the Global Stocktake (GST). The output of this work will also support ongoing efforts under the 4th National Communication, the NAP, and other adaptation related components of DOE projects.

The purpose of the AdCom will be to: enhance the visibility and profile of adaptation in Antigua & Barbuda; provide input to the GST; strengthen adaptation action and support; and enhance learning and understanding of adaptation needs and actions. It will highlight those areas of planning and implementation still in need of support.

#### **Outputs:**

- An **Adaptation Communication<sup>1</sup> (AdCom)** containing information on progress made, barriers, experiences, support needed as well as recommendations for the NAP and may include the following information in accordance with the Paris Rulebook:
  - National circumstances, institutional arrangements, and legal frameworks
  - Climate impacts, risks and vulnerabilities
  - National adaptation priorities, strategies, policies, plans, goals and actions
  - Support and implementation needs (in the case of developing countries)

- Countries can also share additional information as they feel appropriate.
- Additional information, as appropriate, including:
  - implementation, including progress and results; adaptation efforts for recognition; cooperation; barriers, challenges and gaps; good practices, lessons and information sharing; monitoring and evaluation;
  - adaptation and economic diversification plans with mitigation co-benefits;
  - contribution of adaptation to other frameworks and conventions;
  - gender responsiveness and traditional, indigenous and local knowledge; and
  - any other information
- **Adaptation Chapter** of the Fourth National Communication.

### Activities related to the assignment

The assignment will involve:

- Preparing **an annotated outline of Antigua & Barbuda's AdCom**, based on the Paris Rulebook and other international guidance, with the draft to be finalized based on feedback from the DOE and IISD/NAP Global Network.
- Facilitate 3 virtual stakeholder consultations where government agencies and stakeholders involved in the NAP process can share experiences about progress made, exchange ideas and discuss existing adaptation efforts in the country as an input to the development of the AdCom.
- Based on the annotated outline, synthesize adaptation information available within the DOE and the information gathered through the stakeholder consultations to prepare a **first draft of the AdCom** under the guidance of the Government of Antigua & Barbuda.
- A **validation workshop**, where the draft will be presented to government actors and stakeholders for feedback.
- Incorporate comments received from the Government of Antigua & Barbuda, stakeholders, and IISD/NAP Global Network to produce the **final AdCom**.
- Use knowledge gained and experience shared throughout this period to finalize the **Adaptation Chapter** of the Fourth National Communication.

### Anticipated timeline:

Task	Output	Timeline
<ul style="list-style-type: none"> <li>• Prepare annotated outline for Antigua &amp; Barbuda's AdCom</li> </ul>	<b>Final AdCom Outline</b>	July 9, 2021
<ul style="list-style-type: none"> <li>• Facilitate (3) stakeholder consultations</li> </ul>		
<ul style="list-style-type: none"> <li>• Prepared a first draft of Antigua &amp; Barbuda's AdCom</li> </ul>	<b>First AdCom Draft</b>	August 15, 2021
<ul style="list-style-type: none"> <li>• Organize a Validation Workshop</li> </ul>	<b>Validation Workshop Report</b>	August 30, 2021
<ul style="list-style-type: none"> <li>• Incorporate feedback and comments</li> </ul>		
<ul style="list-style-type: none"> <li>• Deliver final AdComm</li> </ul>	<b>Final AdCom</b>	September 30, 2021
<ul style="list-style-type: none"> <li>• Finalize Adaptation Chapter of the Fourth National Communication</li> </ul>	<b>Adaptation Chapter</b>	October 31, 2021

The cost for the Validation Workshop and related cost will be covered by the NAP Global Network.

**Required qualifications:**

- Master's degree in a relevant field
- Demonstrated expertise in climate change adaptation and the National Adaptation Plan (NAP) process.
- Familiarity with the United Nations Framework Convention on Climate Change (UNFCCC) process.
- Strong research and writing skills
- Fluency in English (spoken and written)
- Ideally, expertise in adaptation in Antigua & Barbuda/the Caribbean region

**Reporting and work arrangement:**

- The consultant will work closely with the Government of Antigua & Barbuda and Angie Dazé (NAP Global Network) who will provide overall guidance of the project.
- The consultant must have their own computer equipment, as well as the appropriate software to carry out the activities provided for in these Terms of Reference. The consultant is expected to work during normal working hours.
- Consultants are encouraged to work with the local youth organisations / programmes like to provide work experience/mentorship that will help them to build their skills in matters related to the environment, climate change and sustainable development.

**Application Process**

To apply for this consultancy, please submit a statement of interest, CV (4 pages max), your daily rate and a proof of your daily rate (e.g., copy of a contract of at least 20 days that states a daily rate) to [info@napglobalnetwork.org](mailto:info@napglobalnetwork.org), specifically mentioning in the subject "Short-term Consultancy in Antigua & Barbuda".

In your application, please clearly demonstrate how you meet the criteria outlined above.

**Application deadline:** June 16, 2021

**Start date:** June 23, 2021

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<sup>1</sup> Decision [9/CMA.1](#) (2018) outlines the purposes of AdComs and outlines the elements that Parties are invited to provide information on.