



## NAP GLOBAL NETWORK - COUNTRY SUPPORT HUB

### TERMS OF REFERENCE

**Short-term Consultancy: Preparation of an Adaptation Communication (AdCom), in advance of COP 26 and to inform synthesis reporting for the Global Stocktake (GST)  
June 2021 – October 2021**

#### **Background Information:**

The National Adaptation Plan (NAP) Global Network is a multi-funder initiative that was created in 2014 to support developing countries in advancing their NAP processes, and help accelerate adaptation efforts around the world. Financial support for the Network has been provided by Austria, Canada, Germany, the United Kingdom, and the United States. The Secretariat is hosted by the International Institute for Sustainable Development (IISD).

The NAP Global Network's **Country Support Hub** provides expert advice and short-term technical support on specific issues related to national adaptation planning and implementation.

Jamaica is making progress in climate change mainstreaming and adaptation planning but recognises the added value of the National Adaptation Plan (NAP) process in strengthening existing systems. Resources for preparing the country's first NAP were approved under the GCF Readiness and Preparatory Support Programme. The preparation process will span 2 years. The NAP will, inter alia, be aligned with Vision 2030 Jamaica – National Development Plan and the updated Climate Change Policy Framework; additionally, it will complement/support the implementation of Jamaica's updated Nationally Determined Contributions (NDC). The development of the NAP will benefit from work being conducted to complement the NDC under the Climate Action Enhancement Package (CAEP) which will produce a long-term low emissions, climate resilience strategy and provide cost estimates of the country's long-term adaptation needs to strategically access climate finance.

The Climate Change Division (CCD) of the Ministry of Housing, Urban Renewal, Environment and Climate Change (MHURECC) as the National Designated Authority for the Green Climate Fund will continue to facilitate an inclusive process for mainstreaming climate change adaptation. The CCD will also partner with the Planning Institute of Jamaica (PIOJ) as implementers of the NAP project.

A national stocktake exercise conducted in 2020 supported a gap and barrier analysis which was instrumental in the preparation of the NAP proposal approved by the GCF and has elicited ideas for the future direction of adaptation efforts. NAP Global Network provided support for the conduct of the adaptation stocktake, which provided information for the development of the NAP project proposal and which will also be used as input for the 'Adaptation Communication' (AdCom).

#### **Adaptation Communication:**

The Paris Agreement (Article 7, paragraph 10) of the United Nations Framework Convention on Climate Change (UNFCCC) established reporting mechanisms to allow for Parties, as appropriate, to submit and update periodically an Adaptation Communication (AdCom), which may include its priorities,

implementation, and support needs, plans and actions, without creating any additional burden for developing country Parties. Further decisions notes that the purpose of the AdCom is to:

- Increase the visibility and profile of adaptation and its balance with mitigation.
- Strengthen adaptation action and support for developing countries.
- Provide input to the Global Stocktake (GST).
- Enhance learning and understanding of adaptation needs and actions.<sup>1</sup>

The first GST will take place in 2023 and Parties may submit their AdCom to the UNFCCC Secretariat by January 2022 to be considered in the synthesis reports being prepared as an input to the GST.

### **Assignment**

The expert with guidance from the Government of Jamaica will prepare draft and final versions of Jamaica's AdCom. The work will include collection and review of key documents that can inform the AdCom, stakeholder consultation/workshops and focus group discussion, review of best practices and existing AdComs of other countries, engagement with the Climate Change Division and key stakeholders, and drafting the AdCom.

### **Outputs:**

- An **Adaptation Communication (AdCom)**<sup>1</sup> 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; and
    - gender responsiveness and traditional, Indigenous and local knowledge

Additionally, Jamaica's AdCom will include efforts and needs for averting, minimising and addressing loss and damage associated with climate change, and highlight those areas of planning and implementation still in need of support. Where feasible, the AdCom will be completed in advance of COP 26 that is scheduled to take place in November 2021; and will inform synthesis reporting for the GST.

### **Activities related to the assignment**

The assignment will involve the following:

- Prepare a methodology that describes the approach to develop the product, and key

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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.

milestones in the process of completing the Government of Jamaica’s AdCom.

- Prepare **an annotated outline of Jamaica’s AdCom**, based on the decisions relating to the Paris Agreement and other international guidance, with the draft to be finalized based on feedback from the Government of Jamaica and the NAP Global Network.
- Facilitate a minimum of 3 **stakeholder consultations/workshops** where government agencies and stakeholders involved in the NAP process will share experiences about progress made, exchange ideas, and discuss existing adaptation efforts in the country as an input to the development of the AdCom. Specific themes and focus of each workshop are to be determined in consultation with the Climate Change Division, MHURECC and the NAP Global Network.
- **Produce a summarized document** synthesizing discussions from the stakeholder consultations/workshops.
- Prepare a **first draft of the AdCom** under the guidance of the Climate Change Division and the NAP-GN.
- Incorporate comments and feedback from the Government of Jamaica, stakeholders, and the NAP Global Network Secretariat to produce the **final AdCom**.
- Meet with officials from the Climate Change Division and representatives from the NAP Global Network Secretariat, as requested to provide updates on progress.

**Anticipated timeline:**

Task	Output	Timeline
Prepare methodology for Jamaica’s AdCom	<b>Methodology</b>	July 23 <sup>rd</sup> , 2021
Prepare an annotated outline for Jamaica’s AdCom	<b>Final AdCom Outline</b>	July 30 <sup>th</sup> , 2021
Facilitate three (3) stakeholder consultations/workshops	<b>Summary Document</b>	August 27 <sup>th</sup> , 2021
Prepare a first draft of Jamaica’s AdCom	<b>First AdCom Draft</b>	September 20 <sup>th</sup> , 2021
Incorporate feedback and comments		
Deliver final AdCom	<b>Final AdCom</b>	October 8 <sup>th</sup> , 2021

For all deliverables, the estimated time requirement is **30 days** over an estimated period of four months.

The cost for the workshop and related costs will be covered by the NAP Global Network.

**Required qualifications:**

- Master’s degree in a relevant field (e.g., public policy or other related social science discipline)
- Demonstrated expertise in climate change adaptation and the National Adaptation Plan (NAP) process. Experience on climate adaptation in Jamaica.
- Familiarity with the United Nations Framework Convention on Climate Change (UNFCCC) process.

- Strong research and writing skills
- Strong workshop organization and facilitation skills.
- Fluency in English (spoken and written)

**Reporting and work arrangement:**

- The consultant will work closely with members of the Climate Change Division, Ministry of Housing, Urban Renewal, Environment and Climate Change in accordance with COVID-19 public health guidelines. The consultant will also work closely on a virtual basis with Daniel Morchain, NAP Global Network, who will provide technical 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 local youth organisations and programmes 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), and expected daily rate to [info@napglobalnetwork.org](mailto:info@napglobalnetwork.org), specifically mentioning in the subject “Short-term Consultancy in Jamaica.” If you are selected for the consultancy, you may be required to provide proof of your daily rate (e.g., a copy of a contract of at least 20 days that states a daily rate).

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

**Application deadline:** July 4, 2021



This project is undertaken with the financial support of:  
Ce projet a été réalisé avec l'appui financier de :



Secretariat hosted by:  
Secrétariat hébergé par :

