



NAP GLOBAL NETWORK – COUNTRY SUPPORT HUB

TERMS OF REFERENCE

Short-Term Consultancy: Preparation of an Adaptation Communication (AdCom) for the Government of Zimbabwe to inform synthesis reporting for the Global Stocktake (GST)

September 2021–December 2021

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.

Background information

In 2014, Zimbabwe crafted a National Climate Change Response Strategy (NCCRS) and completed the National Climate Policy in 2017 in which climate change adaptation is treated as a national priority.

Zimbabwe launched the NAP Process in 2015, through a pilot project called scaling up adaptation through integrated planning systems (2015-2018) worth \$400 000 US. The project focus area was increased knowledge and understanding of climate change issues as well as mainstreaming climate change into development framework targeted at three pilot districts Buhera, Chiredzi and Chimanimani. The project ended in September 2018. The key outputs of the project were: a training manual on how to integrate climate change adaptation into development frameworks with guiding steps on developing district adaptation plans; three District Adaptation plans for Buhera Chiredzi and Chimanimani. Because it was a pilot project there was inadequate sampling therefore as we do the readiness the thrust will be to upscale efforts of this pilot project and broaden the scope to national level in order to establish a wholly owned country adaptation plan.

In 2019, Zimbabwe developed a National Adaptation Plan (NAP) Roadmap in order to clarify key NAP process actors, expected indicators, outcomes and overall impacts. Later that year, Zimbabwe launched NAP Readiness Project, financed by the Green Climate Fund and in partnership with UN Environment. The Green Climate Fund through the NAP Readiness project has been propelling the NAP agenda forward.

To further its work on adaptation, the Government of Zimbabwe intends to prepare an AdCom to inform synthesis reporting for the Global Stocktake (GST).

Adaptation Communication

The Paris Agreement (Article 7, paragraph 10) of the UNFCCC established that each party should, as appropriate, periodically submit and update an AdCom, which may include its priorities, implementation, and support needs, plans, and actions without creating any additional burden for the developing country party.

The Katowice Climate Package, adopted in 2018, elaborates the implementation guidelines for the Paris Agreement and 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 GST.
- Enhance learning and understanding of adaptation needs and actions.¹

The first GST will take place in 2023, and parties are expected to submit their AdCom to the UNFCCC Secretariat by January 2022 to inform that stocktake.

Assignment

The expert will prepare a draft and final AdCom with the Government of Zimbabwe. The process to prepare the AdCom in Zimbabwe will build on existing institutional structures and coordination mechanisms and be aligned with the country's updated NDC.

The work will include collection and review of key documents that can inform the AdCom stakeholder consultation and discussion, review of best practices, engagement with the Ministry of Environment, Water and Climate and key stakeholders, and drafting the AdCom.

Outputs

- An **AdCom**¹ containing information on progress made; barriers, experiences, and support needed; and recommendations for climate change adaptation planning and implementation in Zimbabwe. It 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)
 - 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
 - Any other information.

Zimbabwe's AdCom will highlight those areas of planning and implementation still in need of support.

Activities related to the assignment

- Prepare a **methodology** that describes the approach to develop and key milestones in the process of completing the Government of Zimbabwe's AdCom.
- Prepare an **annotated outline of Zimbabwe's AdCom**, based on the Paris Rulebook and other international guidance, with the draft to be finalized based on feedback from the Government

¹ Decision [9/CMA.1](#) (2018) outlines the purpose of AdComs and the elements that parties are invited to provide information on.

of Zimbabwe and the NAP Global Network Secretariat.

- Facilitate **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.
- **Produce a summarized document** synthesizing discussion from the stakeholder consultations.
- Prepare a **first draft of the AdCom** under the guidance of the NCCC.
- Organize a validation workshop to present the draft AdCom to government officials and stakeholders.
- Incorporate comments and feedback received at the validation workshop, as well as from the Government of Zimbabwe, stakeholders, and the NAP Global Network Secretariat to produce the **final AdCom**.
- Meet with officials from the Ministry of Environment, Climate, Tourism and Hospitality Industry and representatives from the NAP Global Network Secretariat, as requested, to provide updates on progress.

Anticipated timeline

Task	Output	Timeline
Prepare a methodology and annotated outline for Zimbabwe's AdCom	Final AdCom Outline	September 20, 2021
Facilitate stakeholder consultations	Summary Document	October 15, 2021
Prepare the first draft of Zimbabwe's AdCom	First AdCom Draft	November 10, 2021
Organize a Validation Workshop	Validation Workshop Report	November 30, 2021
Deliver final AdCom	Final AdCom	December 15, 2021

For all deliverables, the estimated time requirement is **30 days** over an estimated period of four months. The cost for the inception/validation workshop and related costs will be covered by the NAP Global Network.

Required qualifications

- Masters degree in a relevant field (e.g., public policy, climate change or another related discipline).
- Demonstrated expertise in climate change adaptation and the NAP process; experience in climate adaptation in Zimbabwe a strong asset.
- Familiarity with the 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 the the Government of Zimbabwe in accordance with

COVID-19 public health guidelines. The consultant will work closely on a virtual basis with Deborah Murphy, NAP Global Network, who will provide technical guidance for 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 organizations and programs 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, specifically mentioning in the subject "Short-term Consultancy in Zimbabwe." 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: September 8, 2021

Start date: September 14, 2021



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

Canada



Federal Ministry
for Economic Cooperation
and Development



UKaid
from the British people



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