



NAP GLOBAL NETWORK – COUNTRY SUPPORT HUB

TERMS OF REFERENCE

Short-Term Consultancy: Initial vulnerability assessment of the infrastructure sector and the development of an Adaptation Communication (AdCom) for the Government of Botswana November 2021– February 2022

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

Botswana has been and continue to be affected by climate change and her vulnerability and response to climate change are expressed in the climate change policy, Vision 2036, National Development Plan 11 (NDP11) and National Communications to the United Framework Convention on Climate Change (UNFCCC). Botswana is at her early stages of her NAP Process. The country has developed the NAP Framework in 2020 as a foundational document for the NAP Process. The NAP Framework was developed with technical support from the NAP Global Network.

Botswana requests support to prepare and submit her first Adaptation Communication (AdCom) as per Article 7, para 10 and 11, of the Paris Agreement and subsequent decisions on Adaptation Communication. The formulation of Adaptation Communication would allow Botswana to advance adaptation activities and possibly move to the next stages of the NAP Process. It will cement elements of Botswana Climate Change Policy which was approved in April 2021. The Adaptation Communication for Botswana will present an opportunity to fill some gaps in adaptation which were identified in previous initiatives. It will enhance learning and understanding of adaptation needs and actions, strengthen adaptation action and support for Botswana, increase visibility and profile of adaptation and its balance with mitigation. It will also provide input to the first global stocktake planned in 2023.

Botswana has conducted vulnerability assessments for four sectors namely agriculture (crops and livestock), water, health, and biodiversity. Although gaps were identified which call for further work, there has been demand from stakeholders consultations to expand assessment to other sectors such as infrastructure (including transport and buildings) and settlement. The Policy also highlights intent to achieve sustainable development and climate resilient infrastructure.

It is in this light that support for an initial desk-based literature review and consultations of key stakeholders on the vulnerability assessment for the infrastructure sector is requested. Assessment of infrastructure will enable identification of adaptive options that will facilitate building resilience and sustainable infrastructure in line with Agenda 2030.

Also, to further its work on adaptation, the Government of Botswana 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 consultant will conduct an initial vulnerability assessment of the infrastructure sector by performing desk-based literature review and consulting with key stakeholders.

In parallel, the consultant will also prepare a draft and final AdCom with the Government of Botswana. 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, Natural Resources Conservation and Tourism through the Department of Meteorological Services and key stakeholders and drafting the AdCom.

Findings from the initial vulnerability assessment will be included in the AdCom document.

Outputs

- Initial vulnerability assessment of the infrastructure sector, including identification of information gaps.
- An **AdCom**¹ containing information on progress made; barriers, experiences, and support needed; and recommendations for the NAP. 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

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

- 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.

Botswana's AdCom will highlight those areas of planning and implementation still in need of support. These will include efforts and initiatives already planned or implemented at national and sub-national levels, including the finance, technical and human resources mobilised locally and from external source.

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 Botswana's AdCom in the form of an inception report
- Present the methodology to stakeholders at the inception workshop
- Review of relevant literature on the infrastructure sector and work done from emerging subsectors like the Built in Environment and discuss with key stakeholders to perform an initial vulnerability assessment of the infrastructure sector.
- Prepare an **annotated outline of Botswana's AdCom**, based on the Paris Rulebook and other international guidance, with the draft to be finalized based on feedback from the Government of Botswana and the NAP Global Network Secretariat.
- Facilitate **stakeholder consultations** where government ministries and departments and stakeholders including NGOs and private sector 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. The stakeholder consultation will also aim to inform the initial vulnerability assessment of the infrastructure sector.
- **Produce a summarized document** synthesizing discussions from the stakeholder consultations.
- Prepare a **first draft of the AdCom** under the guidance of the Department of Meteorological Services.
- 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 Botswana, stakeholders, and the NAP Global Network Secretariat to produce the **final AdCom**.
- Meet with officials from the Government of Botswana 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 Botswana's AdCom	Final inception report containing AdCom Outline	November 25, 2021
Desk based literature review and consultations of the infrastructure sector	Initial vulnerability assessment of the Infrastructure Sector	December 10, 2021

Prepare the first draft of Botswana's AdCom	First AdCom Draft	December 31, 2021
Organize a Validation Workshop	Validation Workshop Report	January 20, 2022
Deliver final AdCom	Final AdCom	February 15, 2022

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

- Master's degree in a relevant field (e.g., public policy or another related social science discipline).
- Demonstrated expertise in climate change adaptation and the NAP process; experience in climate adaptation in Botswana 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 Government of Botswana represented by the Department of Meteorological Services in accordance with COVID-19 public health guidelines. The consultant will work closely on a virtual basis with Angie Dazé, 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 Botswana – Development of an AdCom." 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: October 22, 2021

Start date: November 08, 2021



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