



## NAP GLOBAL NETWORK – COUNTRY SUPPORT HUB

### TERMS OF REFERENCE

#### Short-Term Consultancy:

#### Gender analysis to inform the National Adaptation Plan (NAP) process in Nigeria

July–December 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, Ireland, 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

Nigeria’s first national plan for adapting to climate change, the [National Adaptation Strategy and Plan of Action on Climate Change for Nigeria](#) (NASPA–CCN), was completed in 2011. The NASPA–CCN focuses on 13 priority sectors/themes: agriculture (crops and livestock); freshwater resources, coastal water resources, and fisheries; forests; biodiversity; health and sanitation; human settlements and housing; energy; transportation and communications; industry and commerce; disasters, migration, and security; livelihoods; vulnerable groups; and education.

The [National Action Plan on Gender and Climate Change for Nigeria](#) (NAPGCC) developed in 2020, makes the case for mainstreaming gender in climate action. It provides an overview of the policy frameworks and mandates that guide these efforts. The action plan focuses on five priority sectors: agriculture, forestry, and land use; food security and health; energy and transportation; waste management; and water and sanitation. These are based on the NDC and the Economic Recovery and Growth Plan. For each sector, a brief situation analysis is provided, followed by a set of objectives, actions, indicators, and outcomes. Responsible institutions for the actions are also identified.

Nigeria is currently implementing its GCF NAP readiness project in partnership with UNEP. The project will implement the following activities: (1) strengthening effective adaptation governance and coordination for the NAP process in Nigeria; (2) strengthening capacity to undertake a NAP planning process in Nigeria, including analyzing climate information and prioritizing adaptation options; (3) strengthening national capacity to mainstream CCA into national and sectoral policies, projects, and plans; (4) developing a funding strategy for the implementation of the NAP process; and (5) enhancing national capacity for monitoring, reviewing, and reporting on the NAP process enhanced.

In the near term, four cross-sectoral working groups have been established to guide the process, and there is a desire to establish a gender working group in addition to these. These efforts will build on Nigeria's [NAP framework](#), developed in 2020.

### **Assignment**

The action plan provides a useful starting point for promoting gender-responsive climate action in Nigeria; however, a need has been identified for additional analysis to inform the NAP process. Specifically, a gender analysis is needed to:

- Further elaborate Nigeria's commitment and approach to gender-responsive adaptation action, building on the NAP framework and the NAPGCC.
- Present evidence on gender and climate change linkages in the additional sectors that are included in the NASPA–CCN and not covered by the NAPGCC.
- Provide further analysis, from an adaptation point of view, for the sectors that are included in the action plan.
- Define key messages and recommendations for gender-responsive adaptation to inform the work of the newly-formed cross-sectoral working groups for the NAP process.
- Provide recommendations for the operationalization of a gender working group to guide the NAP process.

The selection and grouping of sectors for the gender analysis will be guided by the structure of the NAP process. The analysis will also be documented in briefing papers for each of the multi-sectoral working groups.

### **Outputs**

- The consultancy will result in the preparation of a final and approved gender analysis report and four associated briefing papers that inform a gender-responsive NAP process in Nigeria.

### **Activities Related to the Assignment**

The following activities are anticipated:

- Meeting with IISD and the NAP team to clarify the objectives, scope, and structure of the gender analysis
- Development of an annotated outline for the gender analysis and briefing papers
- Literature review
- Informal consultations with key stakeholders, including the Federal Ministry of Women Affairs and other gender actors
- Training on gender analysis for key stakeholders
- Development of a draft analysis based on the literature review and consultations with stakeholders

- Development of draft briefing papers based on the overall analysis
- Presentation of a draft gender analysis and briefing papers to stakeholders for validation
- Finalization of gender analysis report and briefing papers
- Presentation of analysis to each of the cross-sectoral working groups.

### Anticipated Timeline

Task	Output/Deliverable	Timeline
<p>1. Develop an annotated outline for the gender analysis and briefing papers, including:</p> <ul style="list-style-type: none"> <li>▪ Structure of the document(s), including key sections and notes on content.</li> <li>▪ Initial list of documents that will be reviewed for the literature review, including policy documents, technical reports, academic papers, and other relevant sources.</li> <li>▪ Questions to be answered through the stakeholder consultations to inform the development of the document.</li> </ul>	<p><b>Annotated outline</b></p>	
<p>2. Conduct training on gender analysis for key stakeholders. The training should cover:</p> <ul style="list-style-type: none"> <li>▪ Why gender analysis is important to inform a gender-responsive NAP process.</li> <li>▪ The role the stakeholders will play in the gender analysis.</li> <li>▪ How the gender analysis should be used in the NAP process going forward.</li> </ul>	<p><b>Training materials (PowerPoints, etc.) and participant list</b></p>	
<p>3. Develop a draft of the gender analysis based on the literature review and consultations with stakeholders. The gender analysis should:</p> <ul style="list-style-type: none"> <li>▪ Briefly summarize/update the policy and institutional context for gender-responsive adaptation action, building on the information in the NAPGCC.</li> <li>▪ Compile evidence on gender and climate change linkages in priority sectors for adaptation.</li> <li>▪ Distill concise key messages on gender and adaptation</li> </ul>	<p><b>Draft gender analysis report</b></p>	

<p>for sector actors and other stakeholders.</p> <ul style="list-style-type: none"> <li>▪ Provide recommendations for gender-responsive adaptation action to inform the work of the cross-sectoral working groups.</li> <li>▪ Provide recommendations for operationalizing a gender working group to guide the NAP process in a gender-responsive approach.</li> </ul>		
<p>4. Develop drafts of the briefing papers for the multi-sectoral working groups.</p>	<p><b>Four draft briefing papers</b></p>	
<p>5. Gather feedback from stakeholders to refine the documents. This will include:</p> <ul style="list-style-type: none"> <li>• Soliciting written and verbal feedback from IISD, the Federal Ministry of Environment, and the Federal Ministry of Women Affairs.</li> <li>• Organization of a validation workshop to seek feedback from a broader group of stakeholders.</li> <li>• Addressing any issues with citations and referencing raised by the IISD quality assurance process (see note below).</li> <li>• Documenting each and every comment received in a report, with notes indicating how the feedback has been addressed.</li> </ul>	<p><b>Comments report, indicating how all feedback has been addressed</b></p>	
<p>6. Finalize the gender analysis and briefing notes, incorporating the feedback received.</p>	<p><b>Final and approved gender analysis report and briefing notes</b></p>	
<p>7. Present the finalized gender analysis to each of the cross-sectoral working groups.</p> <ul style="list-style-type: none"> <li>▪ A tailored PowerPoint presentation should be developed for each group, following branding guidance provided by the Federal Ministry of Environment.</li> </ul>	<p><b>PowerPoint presentations</b></p>	

For all deliverables, the estimated time requirement is **50 days** over an estimated period of 5 months. Costs of workshops and any approved expenses will be covered by the NAP Global Network.

**IMPORTANT NOTE:** The gender analysis report and briefing papers must include citations of all source materials, using APA style—this includes in-text citations and a reference list. An overview of IISD guidance for using APA style can be found in [this PowerPoint](#). The full APA style guide can be found [here](#). The outputs will be screened for plagiarism and will not be approved until any issues are resolved—please refer to the guidance provided at the beginning of the assignment.

### **Required Qualifications**

- Master's degree in a relevant field.
- Significant experience in gender analysis and mainstreaming in government policies and programs.
- Knowledge of the NAP process and climate adaptation in Nigeria.
- Strong research, analysis, and writing skills.
- Strong workshop organization and facilitation skills.
- Fluency in English (spoken and written).
- A good knowledge of government processes/procedures in Nigeria.

### **Reporting and Work Arrangement**

- The consultant will work closely with the NAP team within the Federal Ministry of Environment in Nigeria 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.

### **Application Process**

To apply for this consultancy, please submit a statement of interest, CV (four pages max), and expected daily rate to [info@napglobalnetwork.org](mailto:info@napglobalnetwork.org), specifically mentioning in the subject line “Short-Term Consultancy in Nigeria.” 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 20, 2022

**Start date:** August 1, 2022



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