

NAP GLOBAL NETWORK COUNTRY SUPPORT HUB TERMS OF REFERENCE

Short-term Consultancy: Development of M&E indicators and an M&E system for the water sector in Vietnam

July 2022–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. The Network's members include individual participants from more than 155 countries involved in developing and implementing National Adaptation Plans. 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 the development or implementation of National Adaptation Plans.

Background on Vietnam's National Adaptation Plan Process

In October 2016, the Prime Minister issued Decision 2053/QD-TTg to endorse the implementation plan for the Paris Agreement from 2020–2030 (PIPA). The Ministry of Natural Resources and Environment (MONRE) was assigned to develop the National Adaptation Plan for the period 2021–2030 and the vision to 2050. The NAP process started in 2018.

On July 20, 2020, the Prime Minister approved the National Adaptation Plan for the period 2021–2030, with a vision to 2050 (Decision 1055/QD-TTg), which aims to minimize vulnerability to and risks of climate change by i) strengthening resilience and the adaptive capacity of communities, economic sectors, and ecosystems, and (ii) promoting the integration of climate change adaptation into strategies and planning. The NAP was developed for the 10-year period with a possible review and update at its mid-term (2025) to better address climate change issues in the country.

The NAP identifies three specific groups of tasks and solutions to address the above objectives, including (i) improving the effectiveness of climate change adaptation; (ii) strengthening resilience and enhancing the adaptation capacity of communities, economic sectors, and ecosystems; (iii) reducing disaster risk reduction, mitigating damage, and improving readiness to respond to natural disasters and extreme climate events due to climate change.

In 2022, the NAP will be updated to implement agreements that Vietnam committed to at the 26th Conference of the Parties to the United Nations Framework Convention on Climate Change (COP 26), including net-zero by 2050; reducing forest deforestation; 30% methane reduction by 2030; and the country's socio-economic development plan for the new period.

Background on the monitoring and evaluation (M&E) system for Vietnam's NAP

Article 93 of the Law on Environmental Protection 2020 and the NAP have assigned the Ministry of Natural Resources and Environment to implement the M&E system for climate change adaptation at the national level. In October 2021, the final version of the M&E system was submitted to the government office and was approved.

With support from the [Green Climate Fund \(GCF\) NAP Readiness Program](#) implemented by the United Nations Development Programme, activities were undertaken in 2021 to review national and international best practices of adaptation M&E frameworks. This exercise produced a shortlist of recommended climate adaptation indicators to systematically monitor and evaluate the implementation progress of adaptation in close synergy with Vietnam's NAP M&E process. This work resulted in a draft legal document that is in review for approval by the Prime Minister. The approved M&E system will be implemented by ministries, provincial governments, and municipal governments.

Expected outcomes of the consultancy

A team of two consultants will assist with the following:

1. Development of sets of indicators for an M&E system for the NAP in the water sector that combines top-down and bottom-up approaches:
 - a. **Top-down approach.** A top-down approach will be applied to develop sets of indicators, including (i) a national set of indicators for M&E of climate change adaptation in the water sector; (ii) a set of indicators for synthesizing, monitoring, and evaluating adaptation activities at the national level to strengthen adaptive capacity at the local level in the water sector.
 - b. **Bottom-up approach.** The bottom-up approach was applied to develop sets of indicators, including (i) local-level climate change M&E indicators for the water sector; (ii) a set of indicators to synthesize, monitor, and evaluate provincial adaptation activities in the water sector for the achievement of national adaptation goals.
2. Development of the procedures for analyzing databases, applying indicators, and developing the M&E report for the water sector at the local and national levels.

The output document must include references in American Psychological Association (APA) style and must meet IISD's quality assurance guidelines, which include a plagiarism check.

Activities

The assignment will comprise the following activities:

- **Attend an inception meeting** with MONRE and IISD to clarify the scope of the assignment and agree on the process.
- **Complete a desk-based review of literature related** to water sector databases for the development of an M&E system for the water sector.
- **Review and summarize information** about adaptation in the water sector and create databases.
- **Propose indicators** for an M&E system for the water sector.
- **Develop the main contents of the M&E system for the water sector**, including a set of indicators; data analysis and collection; steps for implementing an M&E system for the water sector.
- Preparation of **reports** for the consultation workshops.
- **Delivery of two consultation workshops** on the M&E indicators and M&E system for the water sector.
- **Complete the final M&E system** for the water sector.

Deliverables

The following table describes the anticipated key deliverables for the assignment:

Deliverables		Number of days	Due date
1	Team Member (Consultant 1 – Leader of expert team)		
	Inception report outlining the plan for developing the M&E system	5	July 29, 2022
	Report on the review of the water sector database for the development of an M&E system for the water sector	8	August 9, 2022
	Draft of the main contents of the M&E system for the water sector: a set of indicators; data analysis and collection; and steps for implementation of the M&E system for the water sector	14	August 30, 2022
	Training materials for the workshops	5	October 28, 2022
	Workshop reports (2)	6	December 2, 2022
	Final draft of the final M&E system for the water sector	12	December 30, 2022
	TOTAL (Consultant 1)	50	
2	Team Member (Consultant 2)		
	Support the development of a review and summary of information about the water sector and its database	6	
	Support the draft of the main contents of the M&E system for the water sector: a set of indicators; data	12	

	analysis and collection; and steps for implementation of the M&E system for the water sector		
	Develop procedures for the implementation of the M&E system for the water sector	10	
	Training materials for the workshops	5	
	Workshop reports (2)	5	
	Inputs into the final draft of the final M&E system for the water sector	12	
	TOTAL (Consultant 2)	50	
	TOTAL	100	

For all deliverables, a **team of two consultants** consisting of a Team Leader and a Team Member will work **100 days** (50 days per consultant) over an estimated period of six months. The two consultants will work closely with MONRE and a member of the NAP Global Network Secretariat on all activities.

Reporting

- For contractual matters, the consultant will report to IISD.
- For technical matters, the consultant will work closely with MONRE and IISD.

The required qualifications are:

- An advanced degree in a relevant field (e.g., public policy, geography, climate change, or other).
- Five years of work experience on climate change adaptation, with preference given to experience related to M&E of adaptation.
- Previous experience working on government policy related to climate change adaptation in Vietnam.
- Excellent conceptual understanding of climate change adaptation, monitoring, and evaluation, and associated concepts.
- Strong research, analysis, and writing skills.
- Strong workshop organization and facilitation skills.
- Fluency in Vietnamese and English (spoken and written).

Application Process

- To apply for this consultancy, please submit a cover letter, CV (maximum four pages), your daily rate in USD, and proof of your daily rate (e.g., a copy of a contract of at least 20 days that states a daily rate) to: info@napglobalnetwork.org
- In your application, please clearly demonstrate how you meet the criteria outlined above.

Application deadline: July 15, 2022

Start date: July 25, 2022

Location: Hanoi



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