



## **NAP GLOBAL NETWORK - COUNTRY SUPPORT HUB**

### **TERMS OF REFERENCE**

#### **Consultancy: Supporting the Department of Environment, the First Vice President's Office, Zanzibar, to Prepare a Climate Risk and Vulnerability Assessment for Pemba Island**

**March – September 2024**

The National Adaptation Plan (NAP) Global Network is an initiative focused on accelerating adaptation planning and action in developing countries. The NAP Global Network strives to achieve this goal by a) enhancing national-level action through short- and longer-term technical support on adaptation planning; b) facilitating South–South peer learning and exchange; and c) generating, synthesizing, and sharing knowledge on NAP processes. Established in 2014, the NAP Global Network connects more than 2,000 participants from over 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 delivers support through a mechanism called the *Country Support Hub*, which provides expert advice and technical support on specific issues related to the NAP process or its implementation. The Government of Germany has provided funding to allow the NAP Global Network to deliver support to the Department of Environment, the First Vice President's Office, Zanzibar to prepare a climate risk and vulnerability assessment for Pemba Island.

#### **Background**

Zanzibar is an integral part of the United Republic of Tanzania. Zanzibar consists of two main islands, Unguja and Pemba, along with more than 50 other smaller islands. Pemba Island is particularly vulnerable to sea level rise, which is exacerbated by storm surges and high tides; and at risk of the impacts of climate change that include flooding, loss of low-lying areas, coastal erosion, saltwater intrusion and inundation; and increased salinity of water supplies. Various sectors are at risk, including human settlements, agriculture, fisheries and aquaculture, infrastructure, transport, and water resources, coastal zone and the blue economy, and tourism. It is estimated that about 30% of Zanzibar coastal areas lie below 5 metres above sea level. The climate risks and vulnerabilities of Pemba Island have not been studied in detail.

Zanzibar's adaptation actions are guided by the country's NAP process that is coordinated by the Vice President's Office - Division of Environment of the United Republic of Tanzania's. The NAP process focuses on integrating information on climate impacts and vulnerabilities into decision-making processes, aligning priorities with the updated Nationally Determined Contribution (NDC), developing adaptation programmes that support the national priorities, and facilitating strategic access to climate finance.

Implementation of the NAP process has been supported through a USD 2,986,412 readiness grant for adaptation planning from the Green Climate Fund (GCF) in 2021 with UNDP as its delivery partner for the project titled "[Integrating Climate Change Adaptation into Tanzania's Planning Processes](#)" has the following outcomes:

- Outcome 1: Adaptation planning governance and Institutional coordination strengthened.
- Outcome 2: Evidence base for designing adaptation solutions strengthened.
- Outcome 3: A national adaptation plan developed and validated.

The GCF-funded project has supported climate change risk and vulnerability assessments (CRVAs) in 9 sectors, which helped identify the current and expected impacts, as well as adaptation actions that best address the risks and vulnerabilities. However, only a few areas of the country have been covered so far with these CRVAs and more studies are needed, especially for highly vulnerable regions, such as Pemba Island.

The semi-autonomous Revolutionary Government of Zanzibar, with approval of the NAP Focal Point of the United Republic of Tanzania, is undertaking a CRVA of Pemba Island. The initiative, supported by the NAP Global Network, aims to set the stage for appropriate and effective climate change action on Pemba Island. The process will increase the climate resilience of the island through improved data and information, assessments of impacts of climate change, and mainstreaming climate change considerations into plans and policies. The CRVA will provide baseline information to build resilience and adaptive capacity; and the data and information in the CRVA will provide the climate rationale for projects to be funded by the GCF and other funders. The data gathered will illustrate the high vulnerability of Pemba Island and the need to increase resilience to ensure the viability of livelihoods, well-being, and safety of communities.

***The Government of Zanzibar and the NAP Global Network require the services of a Climate Change Risk and Vulnerability Assessment Specialist to conduct a detailed climate vulnerability and risk assessment for Pemba Island.***

### **Purpose and objectives of the consultancy**

The purpose of the assignment is to assist the Department of Environment, the First Vice President's Office of Government of Zanzibar, to conduct a Climate Vulnerability and Risk Assessment for the entire Pemba Island.

Specifically, the objectives of the consultancy are to:

- Through the process of developing the CRVA, build the Government of Zanzibar's knowledge base on the climate hazards and impacts threatening Pemba Island, and establish baseline information against which future adaptation projects can be compared to understand adaptation progress.
- Enhance the capacity of government and stakeholders to collect and analyze climate risk and vulnerability data, to identify and implement effective priority adaptation actions, and to assist with accessing international finance to undertake those adaptation actions.
- Identify priority areas for action to strengthen the resilience of Pemba Island, considering their vulnerability to climate change impacts, their economic benefits, and their contributions to livelihoods.

- Identify the timeframe for the climate risk screening process and the time frame represented by CVRA process.

The consultant will work closely with an official from the Zanzibar Department of Environment, who will be assigned to mirror and support the work of the consultant, with the aim of improving the local capacity in undertaking CVRAs.

### **Key outputs**

1. One inception report.
2. One report that sets out the methodology to assess the climate vulnerabilities and risks on a whole-of-Pemba Island scale.
3. One climate vulnerability and risk assessment (CVRA) report for Pemba Island including priority areas for action to strengthen the resilience of Pemba Island, considering their vulnerability to climate change impacts, their economic benefits, and their contributions to livelihoods.
4. The CVRA report will include baseline data and information against which future adaptation projects can be compared to understand adaptation progress.
5. One capacity building report that sets out the gaps and needs for government and stakeholders in regard to data collection and analysis of climate risk and vulnerability data, the identification and implementation of effective priority adaptation action, and accessing international finance to undertake those adaptation actions.

Outcomes and impacts are expected to include an increased capacity of the Government of Zanzibar to inform and monitor their adaptation efforts; increased engagement of local stakeholders in adaptation action; and enhanced collaboration and alignment between stakeholders working on climate adaptation.

### **Activities and deliverables**

Production and finalization of the CVRA will include development of an appropriate methodology that integrates a gender equality and social inclusion (GESI) approach, and training and capacity building workshops, focusing on the methodology and tools required to support data collection and analysis for the CVRAs.

The methodology must include factors related to the existing and projected frequency and severity of climate change, and the existing and potential extent of damage and losses from the events. It should also be designed to provide the geographic range of vulnerability for priority sectors, highlight potentially impacted citizens, sectors (e.g., agriculture, energy, tourism), or systems (both human and natural, e.g. water supply system, food system).

The background research and CVRA should be approached from a gender-responsive perspective by factoring in gender issues at all levels of information gathering and analysis.

The workshops and data collection will be carried out on Pemba Island, where the consultant will work closely with Department of Environment.

The Consultant will support the Department of Environment, First Vice President's Office by undertaking the following activities to produce the required deliverables.

Activities	Target Dates Deliverables
<b>1. Inception Report</b>	
<ul style="list-style-type: none"> <li>The inception report will set out the project's background, workplan, stakeholder engagement plan (including list of stakeholders) and proposed strategies to complete the CVRA. This document will serve as a roadmap, providing a detailed approach to completing the CVRA.</li> </ul>	<p>May 17, 2024</p> <p>Inception report</p>
<b>2. CVRA Methodology</b>	
<p><b>Methodology Design</b></p> <ul style="list-style-type: none"> <li>Conduct a scoping exercise to take stock of existing vulnerability and risk studies and assessments, available datasets and gaps, reports, as well as the government teams and partner organizations who have worked on climate adaptation issues on Pemba Island.</li> <li>Review the literature and meet (virtually or in-person) with the Department of Environment to gather initial information on perceptions on climate-related drivers of vulnerability, adaptive capacities, sensitivities, and adaptation actions to climate-related changes and hazards for each sector.</li> <li>Set out a detailed and appropriate methodology for the assignment that includes qualitative and quantitative methodologies.</li> <li>Set out an outline for the CVRA.</li> <li>The methodological approach for the CVRA that is designed by the consultant should identify how to fill the gaps identified in through the background research (e.g., the approach to the CVRA should include collection of primary and/or secondary data, the potential involvement of local planners and communities, the necessary inclusion of gender equality and other social and cultural considerations, etc.), describe the approach to assess current and future climate risks and vulnerabilities, identify stakeholders and the approach to communicating with them, and set out the process for the validation of this data and methodology, as guided by the Integrated Vulnerability Assessments for a holistic approach.</li> </ul>	<p>June 7, 2024</p> <p>Report that sets out the CVRA methodology, including a review of background research</p>
<p><b>Workshop</b></p> <p>Conduct a first workshop on the draft methodology, which will be used to:</p> <ul style="list-style-type: none"> <li>Build awareness of the CVRA with government and stakeholders, which will facilitate data collection and analysis.</li> <li>Engage with the government and appropriate stakeholders to understand and help to fill gaps in knowledge and data.</li> <li>Incorporate local and indigenous knowledge to assess climate vulnerabilities.</li> <li>Validate the methodology.</li> </ul>	<p>June 21, 2024</p> <p>Session plan for workshop</p> <p>July 5, 2024</p> <p>Workshop report</p>
<b>Final Methodology</b>	July 5, 2024

<ul style="list-style-type: none"> <li>Finalize the methodology to be used for the CVRA, incorporating feedback from the workshop, the Department of Environment, and the NAP Global Network</li> </ul>	Final report that sets out the CVRA methodology
<b>3. CVRA for Pemba Island</b>	
<p><b>CVRA Assessment and Field Visits</b></p> <ul style="list-style-type: none"> <li>Working with the Department of Environment, in particular the official assigned to work closely with the consultant, the consultant will organize their field mission to Pemba Island, including the generation of a list of key stakeholder engagements, an agenda, and proposed site visits.</li> <li>The consultant, working with the Department of Environment, will undertake an assessment visit(s) for data collection.</li> <li>The consultant(s) will make conscious effort to include gender sensitive indicators in the information and data collected.</li> </ul>	August 7, 2024 Stakeholder consultation report
<p><b>Draft CVRA report</b> The draft report should explain:</p> <ul style="list-style-type: none"> <li>Existing conditions (climate hazards and impacts), vulnerability context (which populations/communities, areas, systems, sectors are most affected and what are climate drivers?), level of adaptive capacity, and options to address climate risks.</li> <li>How conditions might evolve in the future, projections of climate hazards and impacts (based on data from climate models, impact models, etc.); how vulnerability will change, based on reasonable assumptions (e.g., which populations/communities, areas, systems, sectors are expected to become more vulnerable; including the expected scale and types of assets that are vulnerable); evolution in adaptive capacity and resilience required to address vulnerabilities (or where adaptation is not possible).</li> <li>How exposure, vulnerability, and risk have been analysed; and assumptions made during the analysis.</li> <li>What information about exposure, historical impact, and vulnerability is unavailable or uncertain, and how the missing information could be obtained and uncertainties confirmed.</li> </ul> <p>The report, the outline of which will be agreed at the methodology development stage, should include:</p> <ul style="list-style-type: none"> <li>Priority areas for action to strengthen the resilience of Pemba Island, considering their vulnerability to climate change impacts, their economic benefits, and their contributions to livelihoods.</li> <li>Baseline data and information against which future adaptation projects can be compared to understand adaptation progress.</li> <li>The capacity building gaps and needs for government and stakeholders in regard to data collection and analysis of climate risk and vulnerability data, the identification and implementation of effective priority adaptation actions, and accessing international finance to undertake those adaptation actions.</li> </ul>	August 30, 2024 Draft CVRA

<ul style="list-style-type: none"> <li>• Next steps setting out how the findings of the CVRA can be used for to assist the Department of Environment and to inform adaptation planning.</li> </ul>	
<p><b>Validation Workshop</b></p> <ul style="list-style-type: none"> <li>• The consultant(s) will work with the Department of Environment and IISD to design and facilitate a validation workshop for the CVRA.</li> </ul>	September 16, 2024
<p><b>Final Climate Vulnerability and Risk Assessment for Pemba Island</b></p> <ul style="list-style-type: none"> <li>• Based on feedback from workshop participants and any other relevant stakeholders, including the Department of Environment and IISD, the consultant will revise and finalize the CVRA report.</li> </ul>	September 30, 2024

### Reporting and working arrangements

For all the deliverables, a consultant will undertake the work over an estimated period of six months. The consultancy is expected to start in May 2024 and to be completed no later than September 30, 2024.

For contractual matters, the consultant will report to IISD.

For technical matters, the consultant will work closely under the supervision of the Department of Environment, Zanzibar; and IISD, who will provide technical guidance for the project.

The consultant will work closely with the official of the Department of Environment, First Vice President's office, who is assigned to work with the consultant.

### The required qualifications are:

1. Master's degree in a relevant field.
2. Minimum 5 years of relevant work experience in climate change adaptation in Zanzibar or the East African region.
3. Prior experience working with governments in the East African region, with a preference for experience in Zanzibar.
4. Specific knowledge of and experience with climate vulnerability and risk assessments.
5. Experience working on NAP processes; adaptation governance, policy, and planning; and/or Nationally Determined Contributions an asset.
6. Strong research, analysis, and writing skills.
7. Fluency in English (spoken and written).

### Application process

To apply for this assignment, please submit a statement of interest (1 page max), CV (4 pages max) and financial proposal to [info@napglobalnetwork.org](mailto:info@napglobalnetwork.org), specifically mentioning in the subject 'CVRA Consultancy in Zanzibar'. In your application, please clearly demonstrate how you meet the criteria outlined above.

**Application deadline:** 19<sup>th</sup> April 2024

**Start date:** 1<sup>st</sup> May 2024