

## Terms of Reference/Job Description

### Commonwealth National Climate Finance Adviser - Maldives

#### Ministry of Environment, Climate Change & Technology

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| <b>Post Title:</b>       | Commonwealth National Climate Finance Adviser                                                                                                                                                                                                                      |
| <b>Project Title:</b>    | Enhancing the Institutional Capacity of Maldives to Access Climate Finance                                                                                                                                                                                         |
| <b>Project Location:</b> | Maldives                                                                                                                                                                                                                                                           |
| <b>Duration:</b>         | 1 year (with the possibility of extension)                                                                                                                                                                                                                         |
| <b>Responsible To:</b>   | Adviser and Manager, Commonwealth Climate Finance Access Hub, Climate Section, Commonwealth Secretariat; and the Assistant Director, Climate Finance Unit, Climate Change Department, Ministry of Environment, Climate Change and Technology, Republic of Maldives |

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## Context

### Background

This Project will provide assistance to Maldives to enhance its ability to access climate finance by strengthening and, where necessary, supporting the establishment of institutional mechanisms and modalities to seek, receive and utilise international climate finance. This project will also support the country with wider efforts to mainstream climate change across national plans by enhancing the skills and expertise of staff in the host ministry and other relevant ministries and agencies. The expert will provide guidance, support and coordination in accessing climate finance. Furthermore, in order to take advantage of the direct access modalities for international climate finance, this programme will support the development of a pipeline of climate change projects into full proposals for submission to potential funders.

This technical assistance is delivered under the Commonwealth Climate Finance Access Hub (CCFAH) which supports small and vulnerable states with improved access to climate finance to achieve their adaptation and mitigation goals. To do this, the CCFAH places long-term Advisers in key national ministries in Small Island Developing States (SIDS) and Least Developed Countries (LDCs) across the Commonwealth. The Advisers support national efforts to access and effectively use international climate finance, with particular focus on developing local capacity and South-South cooperation.

### Situation Analysis

Climate change is an existential threat to the small coral islands of Maldives. These islands are extremely vulnerable to changing sea-level causing inundation, which aggravates the existing coastal erosion issues. Rising sea levels threaten its scarce fresh water resources, and the coral reefs that surround the country are at risk due to gradual warming of sea water (in addition to pollution from man-made sources). Given that, these reefs support both the country's tourism and fisheries industries whereupon the people depend almost fully,

climate change is a profound threat to its very economic base. Tourism is the dominant sector of the Maldivian economy, and its operations are intimately connected to a diverse range of value chains which provide goods and services related to agriculture, fisheries, manufacturing, construction, energy, water and waste management. Climate change undermines the resilience, viability and profitability of these value chains both directly and indirectly.

The Maldives long-term vision for climate change mitigation and adaptation is defined by the Maldives Climate Change Policy Framework (MCCPF), 2015, which identifies five key policy goals. These goals are to: 1) Ensure and integrate sustainable financing into climate change adaptation opportunities and low emission development measures; 2) Strengthen a low emission development future and ensure energy security in the Maldives; 3) Strengthen adaptation actions and opportunities and build climate resilient infrastructure and communities to address current and future vulnerabilities; 4) Assume national, regional and international climate change advocacy role in leading international negotiations and awareness in cross-sectorial areas in favor of the most vulnerable and small developing states and; 5) Foster sustainable development while ensuring security, economic sustainability and sovereignty from the negative consequences of climate change.

To address the above goals, the Government of Maldives has put in place a number of policies which support the long-term climate vision of the country. A Maldives Climate Emergency Act was ratified in May 2021. This act stipulates actions to address the climate crisis by introducing the legal structure and guidelines for addressing issues and concerns related to climate change, including reporting, ensuring the sustainability of natural resources, overcoming negatives impacts and allocation of funds for climate actions.

In order to effectively plan, implement and monitor the progress towards the aforementioned goals and in general successful implementation of the Paris Agreement's transparency requirements and overcome existing gaps and barriers, it is necessary to enhance Maldives' institutional, financial, human and technical capacities - urgently, and for the long term. This will also enable the country to track progress of and regularly update its Nationally Determined Contribution (NDC) and ensure the most efficient use of existing resources. Maldives' NDC contains both a mitigation and adaptation component. The NDC focuses on crucial actions to strengthen the country's resilience to climate impacts and prioritizes mitigation actions in energy, transport, and waste sectors. In this regard, Maldives has set an ambitious target of achieving net zero emissions by 2030, in the context of scaled of donor assistances. Effective implementation of the activities within the different sectors requires coordination between line ministries and a robust system for monitoring, reporting and verification at the national level.

In combination with domestically driven efforts and reaching out to a number of regional and international entities, the Government of the country has initiated climate action on several policy and institutional fronts. Maldives is currently leading the Island States in the Indian Ocean (ISIO) Needs-based finance project aimed at assessing the countries' climate financing needs and priorities in a country driven manner. Maldives is also currently working with UNEP DTU in the implementation of its Technology Needs Assessment (TNA) project and the support through Initiatives for Climate Action Transparency (ICAT) to strengthen the MRV of waste sector in the country. Another key project due to begin implementation is the support received through the Capacity Building Initiative for Transparency (CBIT) project to be implemented with support from UNEP, which will aim at enhancing the reporting and tracking of climate actions, including the strengthening of existing climate finance tracking mechanisms in the country. Maldives is also at the final stages of accreditation of the Ministry of Environment, Climate Change and Technology, to the Adaptation Fund, so that Maldives can access funds directly. In addressing the challenges highlighted above, Maldives also

works with a number of donors. At the moment, Maldives is working with the Green Climate Fund in implementation of two mega projects in the country; one addressing dry season water shortages in the country while the most recently approved GCF project focuses on building climate resilience safer islands in the country through the protection of coastlines. Additionally, Maldives also has a number of pipeline projects identified in its GCF Country Programme, that are being developed in collaboration with delivery partners and line ministries.

The Government of Maldives expressed interest as well as proactively reached out to the Commonwealth Secretariat for the assistance and support in realisation and implementation of its climate resilient strategy and finance mobilisation.

This technical assistance to Maldives is delivered under the Commonwealth Climate Finance Access Hub (CCFAH) which aims to facilitate improved access by small and vulnerable countries to climate finance to meet priority needs of the country in achieving resilience as well as securing sustainable development. To do this, the Hub places long-term advisers at regional and national levels within Small States and Least Developed Countries (LDCs) and other vulnerable countries in the Commonwealth, to support national efforts to access and effectively use international climate finance. The focus is on supporting countries to build the necessary capacity to access climate finance through on-job training in developing project proposals and completing application procedures for relevant funds such as the Green Climate Fund (GCF) and Adaptation Fund and through promoting South-South cooperation, exchange and mutual learning.

In this regard, the Commonwealth National Climate Finance Adviser will provide the necessary support for capacity enhancement around proposal development, programming and management of climate financing strategies. The adviser will work together with the climate finance focal point of the Ministry and will also support other relevant stakeholders and agencies through the focal point of the Ministry. The adviser will consider Maldives Climate Emergency Act, the updated NDC, National Strategic Framework to mobilize international Climate Finance to Address Climate Change in the Maldives 2020 - 2024 and other relevant government's policy documents and frameworks as a primary policy tools to execute the work program

### **III. The Scope of the Assignment is Expected to include the following:**

The Commonwealth Climate Finance Access Hub (CCFAH) supports Commonwealth member countries in accessing finance from all sources - public, private, international and regional.

#### **Output 1: Project proposals developed in response to relevant climate finance funding envelopes**

*Expected activities include (but not limited to):*

- Review existing GCF's country action plan for the development of robust project proposals to be submitted to GCF funding.
- Review concept notes provided in the GCF country action plan to identify the most relevant project concepts that could be further developed as full funding proposals
- Support the climate finance unit in the process for financial structuring, modelling, and proposal finalisation for the selected proposals;
- Investigate and apply financial blending and co-financing principles and approaches in preparation of funding proposals to enhance the approval potential of projects and programmes by international and regional climate finance institutions;

- Undertake capacity building as per the priorities and action plans of climate finance for staff in key stakeholders to undertake and manage the various tasks associated with the formulation, application and submission of climate finance funding requests.
- Lead the proposal development and finalisation for the pipeline project (from concept to full proposal).

**Output 2: Preparation of accounting and operational manuals and procedures for the establishment of the Climate Change Trust Fund, as stipulated under the Maldives Climate Emergency Act**

*Expected activities include (but not limited to):*

- Review existing funds to facilitate formulation of initial concepts to develop a special climate fund as per the climate emergency act.
- Under the guidance of the climate finance focal point, prepare the best model (trust or any other models) to formulate the climate fund.
- Assist in drafting the operational manuals and procedures for the establishment of the Maldives Climate Change Fund, under the Climate Emergency Act
- Assess existing procedures for similar funds in the context of Small Island Developing States (SIDS) and provide recommendations based on best practices
- Provide technical support to the legal, financing and other focal points of the Ministry to draft the legal document to formulate the fund;
- Collaborate with climate finance focal points of the Ministry in undertaking joint financing and capacity building efforts;

**Output 3: Development of climate insurance mechanisms for relevant economic sectors in the country**

*Expected activities include (but not limited to):*

- Identify and assess the existing and potential climate related risks in the country, that could fit into climate insurance to develop concepts on climate insurance mechanisms for the key livelihood and potential key economic sectors
- In consultation with key stakeholders, propose measures to strengthen the existing risk insurance mechanisms in place and make recommendations to introduce new mechanisms if necessary
- Support climate finance focal points to develop a polite insurance mechanism for a key community livelihood sector such as agriculture or fisheries, and this shall be developed based on the situation analysis and also based on potential replication in the future
- Formulate recommendations including a Climate Risk Management Plan for the implementation of the proposed measures to mitigate climate risks. This should also include a framework for monitoring and evaluating the performance/success of the proposed measures
- Provide necessary training, knowledge sharing and capacity building of staff.

### **III. Implementation Arrangements**

The Commonwealth National Climate Finance Adviser will be based in the Climate Change Department of the Ministry of Environment, Climate Change & Technology, reporting on a day-to-day basis to the Director, or to the senior staff in charge of climate finance in the Department. Due to the current Pandemic situation the position will work from home (virtual), till the time the pandemic situation improves and allows travel to country. The expert will provide a monthly progress report to the reporting ministry in the country.

The appointee will be required to submit an inception report to Commonwealth Secretariat within 4 to 6 weeks of commencement of duties. This report will be agreed with the reporting officer and stakeholders and will set the context, work plan and baseline against which progress can be measured during the project period. The Expert will be required to submit a mid-term report at six-months that will provide an update on accomplishments, risks, how to mitigate such and plan for the following six months and a final report at the completion of one year.

## **V. Transfer of Expertise**

The Commonwealth Secretariat attaches particular importance to the transfer of expertise and knowledge to counterparts at national level. The Adviser in his/her discussions with the reporting officer should draw attention to the need for staff from key agencies to be assigned as counterparts at the beginning of the assignment. This should be reported in the Inception Report. A training programme for key counterpart staff should be produced by the Adviser and agreed with the reporting officer. An update on this should be provided in the first progress report.

## **VI. Gender Mainstreaming and Youth**

The Commonwealth National Climate Finance Adviser under this project will be expected to actively support the Commonwealth Secretariat's Gender Equality Policy. This Policy provides a mandate and framework for realising the Commonwealth's commitment to mainstreaming gender equality and equity into all its policies, structures, systems and operations. It is intended to strengthen and guide the collective effort of all Secretariat staff to ensure that women, men, girls and boys benefit equally from their work.

The Commonwealth Secretariat is also committed to supporting governments in developing countries to implement youth-focused policies and programmes. The Commonwealth supports young people to lead change and be recognised as development partners, by promoting their engagement at all levels of decision-making.

The Adviser will be expected to highlight and respond to specific gender and youth issues attached to the process under this project, which will be included in all project reporting.

## **VII Required Skills and Experience**

### Academic qualifications:

A post-graduate qualification (Master degree) in any of the following: Climate Change, Environmental Studies/ Economics, Natural Resources Management; Energy; Project Management; and Business Studies.

### Experience:

At least 8 years of work experience in climate policy development and management of projects in the area of climate change, energy, forestry, biodiversity, agriculture and technical assistance initiatives.

Demonstrated experience in climate finance readiness, grant proposal writing, climate change capacity building and development of climate related insurance products.

Demonstrated experience in resource mobilization, stakeholder relationship building and collaboration with government agencies, donors and/or international development partners, and non-government organisations.

Demonstrated experience with supporting the development of; and, operationalization of national or regional Climate Change Trust Funds.

Developing country experience, particularly in Asia or small island developing/ vulnerable countries is a strong advantage.

Language:

Fluency in both written and spoken English is essential.

Knowledge of an additional relevant language is desirable.