

SC-PR-37 Terms of Reference (ToR) template

REF- ITT/SCI-Moz/MPT/2022/009

Green Climate Fund – Mozambique SAP Funding Proposal Design Package

Terms of Reference (ToR)

Background on Save the Children

Save the Children is the leading global independent organisation for children with a presence in over 120 countries. Save the Children believes every child deserves a future. Around the world, we work every day to give children a healthy start in life, the opportunity to learn and protection from harm. When crisis strikes, and children are most vulnerable, we are always among the first to respond and the last to leave. We ensure children's unique needs are met and their voices are heard. We deliver lasting results for millions of children, including those hardest to reach.

We do whatever it takes for children – every day and in times of crisis – transforming their lives and the future we share.

Our vision: A world in which every child attains the right to survival, protection, development and participation.

Our mission: To inspire breakthroughs in the way the world treats children, and to achieve immediate and lasting change in their lives.

Our values: Accountability, ambition, collaboration, creativity and integrity.

We are committed to ensuring our resources are used as efficiently as possible, in order to focus them on achieving maximum impact for children.

Save the Children's work brings together partners, communities, civil society, and government agencies to develop programs that are sustainable and bring long-term benefit to children and their families.

Background information/context

Save the Children International is working with the Ministry of Land and Environment (MTA) and Ministry of Economy and Finance in Mozambique, and other relevant ministries, subnational governments, NGOs, civil society and climate vulnerable communities, to develop a large-scale community-based adaptation project for submission to the Green Climate Fund (GCF). The "Linking Climate Adaptation Activities and Social Protection provision through decentralizing planning in Mozambique" will address key climate drivers and their causal impact on local communities' adaptive capacity.

In *Mozambique*, Save the Children works across a range of sectors, including child protection, education, health, gender, climate change adaptation and food security and livelihoods in partnership with government and civil society partners. As of November 2019, Save the Children Australia,

representing Save the Children globally, became an Accredited Entity¹ to the Green Climate Fund (GCF).

The **Green Climate Fund**² is the world's largest dedicated fund helping developing countries reduce their greenhouse gas emissions and enhance their ability to respond to climate change. The GCF aims to catalyse a flow of climate finance to invest in low-emission and climate-resilient development, driving a paradigm shift in the global response to climate change. GCF activities are aligned with the priorities of developing countries through the principle of country ownership. The Fund pays particular attention to the needs of societies that are highly vulnerable to the effects of climate change, in particular, Least Developed Countries (LDCs), Small Island Developing States (SIDS), and African countries.

Country Context

Mozambique ranked 154th in the ND-GAIN index (2019), which measures vulnerability to climate change, and is the 25th least prepared country in terms of readiness to manage climate impacts⁶. According to the German Watch's Global Climate Risk Index (2021), Mozambique was the country most affected by extreme weather events in 2019, and the fifth-most affected country from 2000 to 2019⁷. In 2019, cyclones Idai and Kenneth hit the country, causing floods and subsequent deaths and destruction of livelihoods and infrastructure. In total, almost 2.2 million people needed humanitarian assistance due to the cyclones⁸. Climate change projections signal a potential likely increase in intensity of cyclones and tropical storms and associated rainfall, as well as droughts and heatwaves associated with increasing temperatures and erratic rainfall. With a population of more than 32 million people⁹, Mozambique is a Least Developed Country (LDC) and is ranked 181 out of 189 countries in the Human Development Index (HDI)¹⁰. In 2020, Mozambique's GDP per capita was USD 448.54¹¹. Around 70% of the population live and work in rural areas. By 2050, the population is projected to more than double – reaching 65 million – more than 63% of the adult population is between 16 and 35 years old¹². Mozambique already faces high levels of socioeconomic vulnerability, as 63% of the population is classified as poor (as measured by the international poverty line)¹³. In 2020, Mozambique experienced its first economic contraction in nearly three decades and is still suffering from the impacts of the COVID-19 pandemic¹⁴. The economic situation after the pandemic is further delaying Mozambique's progress towards the Sustainable Development Goals, as well as undoing substantial gains made on important sectors such as health and education.

While local governments and communities are well positioned to address climate change, technical capacity and financial resources for adaptive measures are limited. The proposed project "Linking Climate Adaptation Activities and Social Protection provision through decentralizing planning in Mozambique" will strengthen the climate resilience of local communities impacted by drought, by improving local capacity to develop and implement Local Adaptation Plans in 27 districts, with strong participation of local communities and key stakeholders. The proposed project will be managed and implemented by Save the Children Mozambique (SC MOZ) in partnership with the Government of Mozambique.

Project Goals and Objectives

The overall goal of the proposed project is to increase the resilience of local economies and of vulnerable communities, including women, youth and marginalized groups in Mozambique through capacity building and climate finance support to implement locally led adaptation interventions with a specific focus on social protection, climate resilient livelihoods and long-term adaptation planning and

¹ Green Climate Fund: <https://www.greenclimate.fund/ae/sca>

² Green Climate Fund: <https://www.greenclimate.fund/about>

action. **More specifically, the project will support the government structures at all levels to ensure:**

- a. Capacity of local stakeholders is built on climate adaptation knowledge and awareness to support locally led decisions
- b. LAPs in targeted provinces are updated/developed and well-integrated into the PDD and PESOD framework and social protection scheme.
- c. Risk-informed prioritized adaptation measures in LAPs are implemented, and monitored; and
- d. The most vulnerable families, including female headed households and those with people with disabilities, are supported through an adaptive social protection mechanism based on the implementation of the adaptation activities at the district level
- e. Climate change adaptation is mainstreamed into local development planning and budgeting, policy dialogue, dissemination and learning.

The purpose of this consultancy is to undertake a range of assessments and field work, including a **feasibility study of the project's framework, climate rationale and activities, to develop a Simplified Approval Process (SAP) project funding proposal** that ensures the proposed approach is based on sufficient evidence and is fit for purpose and likely to achieve the project's objectives, in line with GCF requirements.

Objective

The GCF requires a comprehensive SAP design package for submission as part of a Funding Proposal (FP) from an accredited entity. Save the Children (SC) MOZAMBIQUE requires consultancy services to fulfil the following key requirements for its SAP FP. SC has divided these into three Lots with service providers able to apply for Lots 1& 2 and 3. Service providers national and international can apply for Lots 1&2, where only national service providers can apply for Lot 3. Therefore, Lot 3 is an extension of Lot 1 and 2 – and a very close collaborative approach is expected among different technical teams to deliver a cohesive and time efficient full funding package.

Save the Children will lead the recruitment of Lots 1&2 and 3 separately. However, Lot 3 winner will have to respond technically and prepare the final implementation plan in close coordination with the leader of Lot 1&2.

Note: It is recommended that the proposal submitted for Lot 1&2 should price for project management time of Lot 3, to ensure robust coordination, coherence, and timely results.

The Lots include:

- **Lot 1** – Completed pre-feasibility study, funding proposal, and additional funding proposal annexes;
- **Lot 2** – Financial and Governance Systems Analysis, including country governance and funding mechanisms (E-SISTAFE); and
- **Lot 3** – Complete a context overview for Gaza, Manica and Tete provinces considering governance and funding mechanisms, social protection and climate change vulnerabilities, risks, impacts and opportunities for linkage at the decentralized level, with special attention to women, youth, girls and boys, including people with disability.

Please find additional detail in the [Expected Deliverables](#) section below. The completed deliverables must meet the requirements of the Green Climate Fund SAP as described in the Location and official travel involved.

The consulting team will carry out the work remotely, with periodic in-person meetings at the Save the Children office in Maputo and online with wider SCI team as needed and agreed to ensure a strong presence and operation of the team in Mozambique. No office space will be provided by Save the Children.

With the exception of Lot 3, where the team will have to carry out the work in the country, no remote work will be considered.

The consulting team will collect field data in the following provinces, Gaza, Manica and Tete during field data collection and testing. Any required travel will need pre-approval by SCI in accordance with SCI's Travel Policy and applicable RO/CO Expense Policy.

Note: Travelling and logistic costs should be clearly indicated as part of the financial proposal.

Services Supplier will provide the following:

Save the Children in Mozambique expects the service suppliers to provide a solid in-country technical presence (i.e., Lot 3) to ensure effective coordination with relevant government and non-government institutions working in the climate adaptation field.³

A technical working group already exists and is made up of representatives from the steering committee members, namely MTA, MEF, MGCAS, INGD and SCI. The service provider will have to engage the working group and keep them informed of the design progress, including organising technical consultations for direct input into the design.

Working with members of the working group, representatives from essential services at District and Provincial levels (Agriculture, Social Protection, Commerce, etc.). The consultancy will assist in shaping the set of interventions that align with the Local Adaptation Plans implementation best practice (note MTA-related study available) and consider the identification of viable value chains for investment over the targeted provinces.

The service providers should propose in their offer a methodology (understanding of ToR, strategy, timetable of activities and statement of capacity and availability) based on the instructions given in the Terms of Reference. Methodology can include, but not be limited to: Interviews, desktop reviews, field work with structured/semi structured interviews, the use of GIS/mapping data and national statistics/databases, etc

The service provider should provide CVs of the team members involved in the exercise, including national counterpart role, technical capacity, and professional experience in Mozambique in line with the project focus on Adaptive Social Adaptation. Please make sure to clearly provide information regarding GCF FP experience of team members.

The above aspects should be in line with activities and deliverables provided below.

³ SC would recommend applicants to ensure that their national counterparts would have solid links or are recommended by the National Designated Authority, Ministry of Economy and Finance and University Eduardo Mondlane with proven experience in the Climate Change Adaptation field.

Experience and skill set required

Experience required to respond will vary by Lot number.

Lot 1 – Completed pre-feasibility and studies, funding proposal, and additional funding proposal annexes

- GCF SAP Funding Proposal development experience)
- Project management and implementation experience in Mozambique and with Mozambican subcontractors
- Experience developing or refining climate rationale proposals including historic data and climate models, and risks, impacts and vulnerabilities that drive programming decisions
- Experience in undertaking vulnerability assessments for climate hazards with greater focus on the drought scenario.
- Experience of GESI analysis and integration
- Technical experience in some of the following areas: Social Protection (clear understanding of adaptive social protection is a plus) , Mozambique decentralized planning mechanism including E-SISTAFE, Agriculture resilience practices, water and soil conservation, resilient livelihood framework, green economy and engaging the private sector in climate change adaptation.
- Advanced GCF logframe skills and experience of the GCF's approach to M&E
- Experience in responding to the GCF investment criteria and project sustainability
- GCF experience in theory of change design and causal linkages
- Experience in undertaking private sector and value chain analysis
- Advanced financial literacy
- Understanding of child rights frameworks and approaches
- Track record in stakeholder management and consultations
- Proficiency in verbal and written English and Portuguese

Lot 2 – Financial and Governance Systems Analysis

- Experience assessing government financial and governance systems
- Experience designing and implementing project level financial management and control systems in line with in-country existing system, and in coordination with the Ministry of Economy and Finance (MEF).
- Proven understanding of the Local Adaptation planning and funding mechanism and experience in Mozambique.
- Proven understanding of the role of key government institutions such as MEF, MTA and MGCAS in planning and funding mechanisms,
- Understanding the social protection programme scope and funding in the context of Mozambique.
- Experience working with government of Mozambique in financial and project management
- Strong understanding with Mozambique decentralized planning process, and funding mechanism through E-SISTAFE, including district level planning process.

Lot 3 – Complete a context overview for Gaza, Manica and Tete provinces considering the environment and CC impact and challenges to most vulnerable groups, with special attention to girls and boys including people with disability.

- Climate project design and management experience in Mozambique

- Experience working with key governmental institutions, especially MTA/DMC, MEF, NDA, MADER.
- Experience developing or refining climate rationale proposals including historic data and climate models, and risks, impacts and vulnerabilities that drive programming decisions
- Experience in undertaking vulnerability assessments for climate hazards with greater focus on districts within drought map zone 1.
- Experience of GESI analysis and integration
- Robust knowledge of Mozambican legal framework and experience in some of the following areas:
 - In country work to develop the Adaptive Social Protection policies and interventions.
 - Social Protection, Agriculture and Climate Change strategies, policies, and operational planning, including water and soil conservation/management mechanisms.
 - Early Warning System mechanisms for drought scenarios, with a particular focus on access to information by vulnerable groups, looking at special
 - needs of youth, boys, and girls.
- Experience in undertaking private sector and value chain analysis
- Advanced financial literacy
- Understanding of child rights frameworks and approaches
- Track record in stakeholder management and consultations
- Strong links with national research centers or relevant firms will be considered as additional value.
- Experience preferred in familiarity with subcontracting relationships on bigger projects
- Proficiency in verbal and written Portuguese
- Working level of verbal and written English

Expected Deliverables

SCI expects the following deliverables to be provided:

Lot 1 - Completed pre-feasibility study, SAP funding proposal, and additional SAP funding proposal annex details			
Item	Deliverable title	Description	Format and style
1.01	Inception Report	<ul style="list-style-type: none"> Detailed outline of proposed methodology, timeline, budget, etc. 	Word document
1.02	Initial Overview and Analysis Report	<ul style="list-style-type: none"> Review the Save the Children GCF SAP concept note and assess the indicative activities included, additional field work and research to determine if they are the most viable way to achieve the project's objectives, looking at the links between the local adaptation plans activities and social protection provision at the district level (field work can consider workshop at provincial level with participation with key stakeholders from the district level, especially district on drought zone I – most affected). Research and review existing baseline and secondary data available on the potential to develop climate resilience and adaptive capacity (including a gap analysis) identify opportunities from project synergies and potential for co-financing in line with GCF regulations In collaboration with technical experts in country, assess the LAPs economic opportunities toward a green economy and links with the Productive Social Action Programme (PASP). Identify the barriers and challenges that could undermine the sustainability of the project and provide recommendations to mitigate and manage them. Identify and analyze any governance and capacity issues that will be critical during the implementation of the project as well as to ensure sustainability of the project. Elaborate project's theory of change (based on approved SAP Concept Note) Develop initial project logical framework with anticipated activities, outputs and outcomes linked to higher order GCF impacts and outcomes, in addition to assumptions 	Word document
1.03	Stakeholder Consultation and Validation Report	<ul style="list-style-type: none"> Based on the results of the 3.04: <ul style="list-style-type: none"> Conduct a detailed activity development exercise with key internal and external stakeholders to the necessary level of detail for the proposal and budget. Complete GCF annex 7 (SC's adapted annex 7a & 7b documenting stakeholder engagement) 	Word document summarising and detailing stakeholder engagement activities
1.04	Pre-Feasibility Study Report	<ul style="list-style-type: none"> In-depth report on the proposed project, including contextual information on the country, summaries of all analysis completed under 1.02, 3.02, data collected 	Word document aligned with SAP Pre-Feasibility Study Template 2

Lot 1 - Completed pre-feasibility study, SAP funding proposal, and additional SAP funding proposal annex details			
Item	Deliverable title	Description	Format and style
		<p>under 3.03, summary of stakeholder consultations (1.03 and 3.04), elaboration of the climate rationale, market analysis for value chain development, summaries of all other annexes and detailed elaboration of the project's approach, activities, anticipated outcomes and theory of change.</p> <ul style="list-style-type: none"> • Finalise project logical framework • Stand-alone executive summary with key findings and recommendations (see <i>Annex 1</i>). • Complete draft of GCF's Annex 2. 	
1.05	Undertake a Vulnerability and Targeting Assessment	<ul style="list-style-type: none"> • Provide an overview of the assessment methodology and data requirements, and agree on support needs and responsibilities with design team • Undertake the initial analysis • Refine and revise in collaboration with key stakeholders • Present findings to a stakeholder workshop to ensure government buy in • Develop a map including all sub-national government areas colour coded to reflect their relative vulnerability – 'drought/heat map' – finds from 3.05 will contribute to this exercise. • Finalise the analysis 	Word document
1.06	Project implementation timetable, including key project milestones	<ul style="list-style-type: none"> • Support the Save the Children team to develop a robust implementation strategy considering institutional anchoring, financial management and audit, procurement and reporting, implementation of activities and their planning, monitoring and evaluation. • Complete the GCF excel implementation timetable template outlining a realistic timeline showing the key milestones of all activities of the project/programme. It should provide a timeline of different deliverables for each project component and include major milestones. • Transfer the GCF MS Excel table to the SC MS Word document format including a table outlining the deliverables and milestones taken from section E.6 of the funding proposal. • <i>Note:</i> the implementation timetable should be consistent with other sections and annexes of the funding proposal, in particular the logical framework 	Excel document using the SAP GCF Annex 2b with additional table as per SC's template
1.07	Project monitoring and evaluation plan	<ul style="list-style-type: none"> • A detailed monitoring and evaluation plan that includes all indicators from the logical framework. Every indicator should include the frequency of data collection and tool that will be used. • Develop a budget for the costing of the M&E plan 	Word document in the GCF monitoring and evaluation plan template

Lot 1 - Completed pre-feasibility study, SAP funding proposal, and additional SAP funding proposal annex details			
Item	Deliverable title	Description	Format and style
		<ul style="list-style-type: none"> • Ensure alignment and complementarity of the M&E plan with the GESI plan. GCF Annex 8 • Fill out and complete the M&E plan and budget GCF Annex 11 template 	
1.08	Gender equality and social inclusion assessment and project-level action plan	<ul style="list-style-type: none"> • In-depth report on gender equality and social inclusion in line with the guidance material provided by Save the Children and the GCF guidance document. • Coordinate input with M&E plan ensuring the GESI M&E is integrated in the M&E plan and the M&E plan is consistent with the GESI M&E approach outlined in Annex 4 • Coordinate input with detailed budget (Annex 4) identifying all funding targeted toward activities that support the GESI plan. Ensure linkages are identified in the Annex 4 budget assumption tab to provide a chain of evidence between budget and activities 	Word document in the GCFGESI SAP Annex 4
1.09	Detailed costing and procurement summary	<ul style="list-style-type: none"> • Provide details for unit costs necessary of all activities included in the logical framework • On-going support related to the costing of project components, including individual outputs and activities to inform design of the full funding proposal. • Compile the relevant operational and maintenance information for any assets and or equipment suggested to be purchased as part of the project for use in the Operation and Maintenance plan • 	Word or Excel document
1.10	Complete SAP Funding Proposal document and finalise Pre-Feasibility Study annex	<ul style="list-style-type: none"> • According to GCF template and guidelines. • Summaries the pre-feasibility study and present the full design 	Word document in the GCF SAP funding proposal template
1.11	<u>Response to GCF Secretariat Feedback</u>	<ul style="list-style-type: none"> • According to GCF response/comments support the revision of required funding proposal and annexes 	<u>GCF Feedback template; updates to relevant submission documents</u>

Lot 2 – Financial and Governance Systems Analysis			
Item	Deliverable title	Description	Format and style
2.01	Inception Report	Detailed outline of proposed methodology. Timeline, budget, etc	Word document
2.02	Recommendations for the project financial system	<ul style="list-style-type: none"> • Financial analysis of the relevant Government ministries (in line with approved CN) financial management system to identify and analyse the following: <ul style="list-style-type: none"> ○ The mechanisms in place for cash management and how monies flow to sub national provinces, including a full assessment of the E-SISTAFE ○ The capacity and capability of the financial management systems in place and assess their suitability with GCF requirements. ○ Identification of which government ministry involved in the project has the most robust systems and processes. ○ Understand and document the financial management systems in place for the Ministry that houses the National Designated Authority (NDA) and / or the Ministry of Climate Change ○ Understand on how district planning process will operationalize the government funding mechanisms. • Document and present the governments financial management system (including fund flow diagrams) as relevant to the implementation to the project • Provide options and recommendation on how the project can channel project finances through the system to the intended beneficiaries and how reporting will be managed 	Word document (sample table of contents will be provided)
2.03	Undertake the Financial Management Capacity Assessment of the government's nominated Executing Entity	<ul style="list-style-type: none"> • Assess the capacity of the nominated Government Co-Executing Entity to effectively manage the finances of the GCF project. • The assessment requires specific information and supporting documents regarding the capacity of implementing entities and their financial management systems, procedures, and policies including legal framework and status; organizational structure; financial management; procurement; anti-money laundering and counter terrorist financing due diligence and project management. • Identify capacity gaps and develop capacity building plan to address the gaps. • Provide a simplified guide on how the project procurement process should be operationalised at district level, considering existing government policy and mechanisms, including E-SISTAFE. 	Word document using GCF guidance. <i>(note: SC has a product template that can be shared with awarded applicant)</i>

Lot 3 - Complete a context overview for Gaza, Manica and Tete provinces considering governance and funding mechanisms, social protection and climate change vulnerabilities, risks, impacts and opportunities for linkage at the decentralized level, with special attention to women, youth, girls and boys, including people with disability.			
Item	Deliverable title	Description	Format and style
3.01	Inception Report	<ul style="list-style-type: none"> Detailed outline of proposed methodology, timeline, budget, etc. 	Word document
3.02	Initial Overview and Analysis Report	<ul style="list-style-type: none"> Review the concept note and assess the indicative activities included, conduct a literature review and research to determine the actual links with existing LAP action plans and budget. Consider if the indicative activities contribute to strengthening the links between CCA and SP, considering the institutional framework in Mozambique, including the coordination mechanisms between key actors, namely MGCAS, MTA, MEF, INGD and INAS. Working with MTA/DMC to produce a matrix of the LAPs in the arid and semi arid zones in Mozambique, considering status, technical document quality and possible gaps, set of activities clustered by specific sectors, and level of investment/gaps of investment. Assess the institutional technical and resource gaps to develop climate resilience and adaptive capacity at central and district level, paying special attention to the institutions that are considered members of the project steering committee as per approved SAP CN. Identify relevant and complimentary initiatives being implemented by the government, civil society organizations and development partners in Mozambique, especially in the provinces of Gaza, Manica and Tete. With a special focus on the PRIORIZE initiative that linked SP and CCA in the district of Mabote. identify opportunities from project synergies and potential for co-financing in line with GCF regulations, including the identification of potential implementing partners. Assess the design and specifications of recommended adaptation activities/technologies, including the LAPs economic opportunities toward a green economy and links with the Productive Social Action Programme (PASP) to inform 1.02. Undertake a private sector analysis to identify the barriers in the value chain between company and smallholders and identify mechanism to improve this relation, Defining targets for a sustainable approach and clear distribution of responsibility in line the CN outcomes. Undertake an analysis of value chain and technology to identify potential areas of intervention and possible investment to strengthen value chains and livelihoods within the targeted area (preliminary desk review to inform 1.03). 	Word document

Lot 3 - Complete a context overview for Gaza, Manica and Tete provinces considering governance and funding mechanisms, social protection and climate change vulnerabilities, risks, impacts and opportunities for linkage at the decentralized level, with special attention to women, youth, girls and boys, including people with disability.

Item	Deliverable title	Description	Format and style
		<ul style="list-style-type: none"> • Elaborate project activities links with youth led green jobs in line with the approved CN outcomes based on ongoing in country initiatives and links with private sector. • Overview of the planning framework at the district level, including funding mechanisms, SISTAFE, PESOD and links with LAPs • Overview of the decision-making process at district level, and existing provincial government and state institutions, looking at the new structure in place (Who does what, Key stakeholders, etc). 	
3.03	Preliminary Data Collection Results Report	<ul style="list-style-type: none"> • Conduct appropriate site background information gathering (including but not limited to vulnerability and exposure to relevant climate impacts (with a focus on drought), potential economic opportunities as well as gaps and needs for addressing adaptive capacity of social protection), including the links with private sector. • Assess water and soil conservation/management mechanisms and related policies in Mozambique. • Conduct a desktop-review and limited field-assessment on the impact of existing small irrigation systems on the environment and on the development of value chain identified for Manica, Gaza and Tete. • Assess the access of vulnerable groups to drought-scenario based Early Warning System communication/information in Manica, Gaza and Tete. • Assess the impact of drought to youth and children (considering the different needs between girls and boys) and how these aspects are considered by EWS in place. • Facilitate limited community-level primary data collection with local enumerators to support baseline evidence gathering to complement existing evidence and inform the design of 1.04-1.09 • Conduct limited community consultations to assess the social and environmental impacts of the proposed interventions. • collect communication material on the challenges faced in communities (in line with SC's communication compliance standards and the Child Safeguard for media protocols) • Work with MTA/DMC to produce a technical note on the experience of Mabote, linking social protection and CCA to layout the changes in the methodology of LAPs development and implementation. 	Word document summarising initial findings from primary data collection

Lot 3 - Complete a context overview for Gaza, Manica and Tete provinces considering governance and funding mechanisms, social protection and climate change vulnerabilities, risks, impacts and opportunities for linkage at the decentralized level, with special attention to women, youth, girls and boys, including people with disability.			
Item	Deliverable title	Description	Format and style
		<ul style="list-style-type: none"> • Work with INAS to outline appropriate targeting mechanisms in line with the approved CN objectives and outcomes. • Support confirmation of beneficiary selection criteria and numbers based on district data as evidenced by SP eligibility and climate (drought) vulnerability. 	
3.04	Stakeholder Consultation and Validation Report	<ul style="list-style-type: none"> • Following formal institutional mechanisms, conduct the dissemination of the approved CN to government institutions members of the steering committee to ensure engagement at the highest level. • Facilitate primary data collection and seek validation of the proposed approaches with key government and civil society stakeholders at the national and sub-national levels. • Summary of stakeholder engagement activities and produce the first draft of the GCF annex 7. • 	Word document summarising and detailing stakeholder engagement activities
3.05	Map(s) indicating the location of proposed interventions	<ul style="list-style-type: none"> • Provide maps showing the location of the proposed interventions. These should clearly label specific project locations and not lose quality when full-page. • Ensure alignment of maps with maps for the vulnerability study (1.06 below) • This map should be in line or complement the INGD arid and semi-arid maps including Gaza, Manica and Tete province. • This map should include additional information around existing INAS social action programme, including the actual number of beneficiaries or waiting list in ZONE 1 districts (most affected) – special attention to PASP. 	Word document

Note: There is essential interdependence between the results of the different groups of activities (Lots 1, 2 and 3). Therefore, Lot 1&2 lead will coordinate Lot 3 national service provider/s to ensure timely results.

Each deliverable will be presented to and approved by the GCF SAP proposal Technical Working Group, which is composed by representative of Nationally Designated Authority (Ministry of Economy and Finance), MTA, INGD, MGCAS, INAS, MADER and Save the Children. Inception, deliverables and final reports will be produced in English (according to deadline set in) in soft format (word files, excel files for table and graphics, and shapefile for maps, and in pdf format directly printable). Applicants should include time spent presenting deliverable results and revising deliverables based on Technical Working Group feedback within their application based on the suggested timeline and schedule below:

Timeline

Estimated Commencement Date: *[IIT + 7 weeks]*

Estimated End Date: *[IIT + 33 weeks]*

Note: dates here are indicative (months/year) and will be adjusted after procurement process is completed.

Activity	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9
Indicative Dates	Nov/22	Dec/22	Jan/23	Feb/23	Mar/23	Apr/23	May/23	Jun/23	Jul/23
Lot 3.1	X								
Lot 3.2		X							
Lot. 3.3				X					
Lot. 3.4 / 3.5					X				
Lot. 1.1/ 1.2			X						
Lot. 1.3 / 1.4						X			
Lot. 1.5 – 1.9								X	
Lot. 1.10									X
Lot. 2.1					X				
Lot. 2.2						X			
Lot. 2.3							X		
GCF secretariat feedback 10 days								X	X

Status Reporting

The Supplier shall provide the below status reports for the duration of the services:

- Weekly hour-long progress update meetings with full project team (SC, and other relevant representation if/when necessary) combined with use of a project management tool e.g., Gantt or excel deliverables list indicating sequencing, status and lead role
- Weekly 1–2-page progress reports detailing doing, done, blockers against all deliverables. Progress reports will be shared 24 hours before weekly progress update meetings.

Deliverables and Acceptance Criteria

The reports and additional deliverables will be accepted based on the project internal and external technical working group review within 15 days of delivery date or based on specific consultation calendar clearly indicated as part of the inception report timeline.

General assumptions and dependencies

Save the Children Mozambique’s PDQ Deputy Director or designed technical staff will lead the management and coordination of multiple internal and external inputs with the apparent winner. Bidders will partner with Save the Children staff as well as other consultants to complete a comprehensive Design package with Save the Children on behalf of the Government. Other partners will include winners of other lots, input from Save the Children’s technical expertise teams, as well as other consultants working on inputs such as the economic and financial analysis.

This coordination will include multiple Save the Children stakeholders including Save the Children’s GCF Support Team (based in SC-Australia) and other Save the Children experts such as gender, disability inclusion and MEAL specialists amongst others.

Save the Children will coordinate with the apparent winner to identify and engage key stakeholders over the life of the contract.

Payment information

Lot 1 - Completed pre-feasibility study, SAP funding proposal, and additional SAP funding proposal annex details funding proposal, and additional funding proposal annex details		
Item	Deliverable title	Payment Information
1.01	Inception Report	10% of the total cost payable within 45 days of satisfactory completion
1.02	Initial Overview and Analysis Report	10% of the total cost payable within 45 days of satisfactory completion
1.03	Stakeholder Consultation and Validation Report	10% of the total cost payable within 45 days of satisfactory completion
1.04	Pre-Feasibility Study Report	10% of the total cost payable within 45 days of satisfactory completion
1.05	Complete Vulnerability and Targeting Assessment	10% of the total cost payable within 45 days of satisfactory completion
1.06	Project implementation timetable, including key project milestones	8% of the total cost payable within 45 days of satisfactory completion
1.07	Project monitoring and evaluation plan	6% of the total cost payable within 45 days of satisfactory completion

Lot 1 - Completed pre-feasibility study, SAP funding proposal, and additional SAP funding proposal annex details funding proposal, and additional funding proposal annex details

Item	Deliverable title	Payment Information
1.08	Gender equality and social inclusion assessment and project-level action plan	6% of the total cost payable within 45 days of satisfactory completion
1.09	Map(s) indicating the location of proposed interventions	5% of the total cost payable within 45 days of satisfactory completion
1.10	Detailed costing and procurement summary	10% of the total cost payable within 45 days of satisfactory completion
1.11	Complete Funding Proposal document and finalise Feasibility Study	10% of the total cost payable within 45 days of satisfactory completion
1.12	Response to GCF Secretariat Feedback	5% of the total cost payable within 45 days of satisfactory completion

Lot 2 – Financial and Governance Systems Analysis

Item	Deliverable title	Acceptance Criteria
2.01	Complete financial system analysis summary report	60% of the total cost payable within 45 days of satisfactory completion
2.02	Complete Executing Entity Financial Management Capacity Analysis	40% of the total cost payable within 45 days of satisfactory completion

Lot 3 - Complete a context overview for Gaza, Manica and Tete provinces considering governance and funding mechanisms, social protection and climate change vulnerabilities, risks, impacts and opportunities for linkage at the decentralized level, with special attention to women, youth, girls and boys, including people with disability.

Item	Deliverable title	Acceptance Criteria
3.1	Inception Report	10% of the total cost payable within 45 days of satisfactory completion
3.2	Initial Overview and Analysis Report	10% of the total cost payable within 45 days of satisfactory completion
3.3	Preliminary Data Collection Results Report	10% of the total cost payable within 45 days of satisfactory completion
3.4	Stakeholder Consultation and Validation Report	20% of the total cost payable within 45 days of satisfactory completion
3.5	Map indicating the location of proposed interventions	50% of the total cost payable within 45 days of satisfactory completion

The Fees are inclusive of all costs, overheads, and expenses, including travel, subsistence and accommodation. SCI will consider internal consultancy rate ceiling, and proposed budget should include the withhold obligation of IRPS (20%).

Other important information

- SCI will consider internal consultancy rate ceiling.
- Proposed budget should include the withhold obligation of IRPS (20%).

How to apply for the services

ToR for GCF Funding Proposal Design Package – MOZAMBIQUE version 01

Proposals must be sent as follows:

- To Prosave via the Ariba network system or
- E-mail including all necessary information to: procurementmoz@savethechildren.org . The subject of the email should be “REF- ITT/SCI-Moz/MPT/2022/009/Bidder Response – ‘Bidder Name’, ‘Date’”.

The deadline for responses is: *30 days after the public tender date of publication.*

Annex 1: Further Information on Study Requirements (Lot 1, Item 1.4 & Lot 3, item 3.03 and 3.05.)

A detailed pre-feasibility and contextual study should be included as part of funding proposal to determine whether the proposed project is feasible, implementable and in line with national government priorities. Included should be an assessment on the current state/conditions of the area and assets that the project is targeting, the existing market, different options/interventions possible to address the problem, reasons for selecting specific technological solutions over alternative options, and an analysis of the potential impact of the proposed project. Additionally, the study should also help determine the 'expected adaptation impact' of the project, including the expected total number of beneficiaries (and a relevant selection criteria), including both direct and indirect beneficiaries, and the percentage of total beneficiaries relative to the total population.

Per GCF requirements the study should present, at a minimum, the following components: 1) an assessment of the various technological options analysed for the proposed project scope, 2) Development of a baseline, scenarios with and without the project interventions, and a clear conclusion with recommendations for the selection of specific project interventions, 3) The reasons why those interventions have been chosen for this particular project, and 4) An explanation of the underlying logic of the project structure and activities.

The overarching purpose of the pre-feasibility study is to:

1. Design and undertake a detailed assessment of the project's proposed approach to determine its overall feasibility across the targeted communities in collaboration with local universities or other relevant educational institutions with robust presence and research technical capacity in place.
2. Conduct in-country stakeholder consultations and facilitate validation exercises as required.
3. Collaborate with the Save the Children and MTA/DMC (Ministry of land and environment/National Directorate of Climate Change) and project team in-country and abroad throughout the study.
4. Prepare a full report outlining the results of the feasibility study, including at minimum, evidence-based findings on:
 - Context setting (baseline data, climate profile and projections, primary data collection, etc.)
 - Objectives of the project (climate rationale, targets, timelines, key deliverables, etc.)
 - Recommendations on project approach (scope and activities, including analysis of alternative options, etc.)
 - Local Adaptation Plans mapping, including a revised matrix indicating the status of the LAP, level of investment and list of appropriated activities.
 - References (primary and secondary data, academic literature, other project documents, etc.).

The feasibility study must include an analysis of the following specific sectors:

- a) Links between Social Protection and Climate Change Adaptation investments: The project includes a component that will seek GCF investment to support scaling up the benefits of mainstreaming adaptive social protection in LAPs of districts most affected by droughts. This analysis will help to determine clear links between the social protection system and the CCA investments (using the LAP as an entry point) to validate the appropriateness of the proposed set of interventions; The analysis will map opportunities for scale-up and collaboration with the government, and other agencies work, value chain development and market system enhancement, including the opportunity to explore GIZ model operational in Mozambique. The assessment will consider initiatives to explore the links between CCA and SP in Mozambique, the PASP and other relevant government social action programmes, and the country's related policies and strategies to support GCF's investment.
- b) Water use and management in arid and semi-arid areas: The development of sound water management and practices are crucial to secure the sustainable supply and use of water resources and to enhance the motivation to conserve water as part of a nature-based approach.

The analysis will help review the current situation of water scarcity and agricultural water productivity, suggest options for sustainable land and water resources management in Gaza, Tete and Manica, and explore the potential and pitfalls of introducing solutions designed for individual smallholder farmers. This analysis entails innovation in three domains:

- The technology used (manually installed shallow well-points in or next to a sand river combined with solar-powered water pumps).
- The arrangement (individual smallholder farmers).
- The purpose (market-oriented; small-holder production, value chain development, see point C below).
- Aligned with AE status of Category C.

- c) Market, technology, and agricultural value chains analysis: The project will work to support targeted communities and households to diversify their livelihoods strategies, including towards emerging climate resilient opportunities. This analysis will help to identify the most viable resilient livelihood strategies to incorporate in the proposal (building on those identified in the concept note) and will assess the potential for deploying adaptation technologies (particularly related to food security and livelihoods) - increasing understanding of key appropriate technologies and determining whether they are suited to the context and will support project outcomes and sustainability.

The market, technology and value chain analysis will also provide ideas and options of how to leverage the private sector and markets to enhance opportunities for innovation and sustainable income generation in remote and rural communities in a climate change context. The overall objective will be on enhancing the impacts and sustainability of the project's adaptation options and actions with a focus on agriculture. This will include:

- A desk-based literature review and key informant interviews to collect and analyse relevant information and data on markets, value chain opportunities and the capabilities of the private sector to inform the project design. As noted above, agriculture will be the primary but not exclusive focus. Key considerations could include but are not limited to;
 - Identification of domestic and international market opportunities for local crops and/or products
 - Identification of key commodities for export, highlighting challenges, risks, and opportunities
 - Opportunities for value add through processing and/or other techniques
 - Identification of relevant private sector partners and current capacity
 - Identification of infrastructure needs and constraints
 - Opportunities for certification
 - Where applicable, opportunities to integrate sustainable or renewable energy into supply chains
- As part of the field data collection, community consultation and assessment missions, capture information specifically in relation to the private sector, value chain and market opportunities in Gaza, Manica and Tete.
- Provide a summary analysis on the field-based data and provide final recommendations on how to best to leverage technology, the private sector and markets into the project design, overall project theory of change and project sustainability.

Note: There is a clear interdependence between the results of the different groups of activities in Lot 1 and Lot 3 that will contribute to the result 1.04 completion (Pre-feasibility Study report).

Annex 2: Further Information on the Gender Equality and Social Inclusion Assessment and Action Plan (Lot 1)

The gender and social inclusion (GESI) Assessment is the gathering of information and data to inform the design and implementation of the GCF project. A gender and social inclusion assessment is a process that helps to identify and promote gender – relevant entry points, policies and opportunities for enhancing gender equality and social inclusion in a particular project. In the case of climate change projects, a well-executed gender and social inclusion assessment helps to identify multiple causes of vulnerability, including gender inequality and other determinants of social exclusion. It also helps to identify and build on the diverse knowledge and capacities within communities/households that can be used to make them more resilient to climate related shocks and risks.

The GESI Assessment will ensure the project design responds to an understanding of the nature and causes of inequality and exclusion. The GESI Assessment will also help to avoid making incorrect assumptions about the extent or forms of discrimination experienced by all girls, boys, women and men with diverse identities, different abilities and other marginalised groups in the targeted context. It will help design project that identify and address the root causes of gender and social inequality in communities and help to build programs that more effectively and sustainably meet their needs.

The consultant(s)/cy will be expected to work Save the Children Gender Technical Advisors to undertake a gender and social inclusion assessment and develop a project-level gender and social inclusion action plan, prepare a description of the context and sociocultural factors that underlie climate change-exacerbated gender inequality and shape the potential contributions of ‘women and men of all ages’ to build both individual and collective resilience to climate change, and use the information gathered to inform the SAP FP design, and monitoring and evaluation plan. This should include:

- A desk-based review and KIs to collect and analysis relevant gender and social inclusion
- Collection of information specifically related to gender and social inclusion as part of the field data collection.
- Provision a summary analysis on the field-based data and provide final recommendations on how to best to respond to Adaptive Social Protection, Resilient livelihood’s and Green jobs needs in the project design, overall project theory of change and project sustainability.
- Close collaboration and coordination with the Save the Children team and consultant(s)/cy undertaking the feasibility study and proposal development to ensure that gender and social inclusion is mainstreamed throughout the design and SAP funding proposal to GCF.

Annex 3: Financial and Governance Systems Analysis (Lot 2)

OBJECTIVES

To provide recommendations on how best to establish a project financial management system by undertaking an analysis of the ability of the Mozambique Government’s financial management and governance systems to meet the compliance requirement for the Green Climate Fund.

The work will include but not be limited to a financial and governance analysis of the Government Ministries of the Government of Mozambique to identify and analyse the following:

- The mechanisms in place for cash management within the government and how monies flow to sub national provinces including but not limited to a review of the following:
 - Banking arrangements including opening and closing of bank accounts and maintenance of signatories
 - Digitalization of banking for last mile beneficiaries where feasible
 - Bank reconciliations process
 - Cash handling practices
 - Petty cash management
 - Project petty cash and cash advances
 - Internal audit function

- The capacity and capability of the financial management systems in place and assess their suitability with GCF requirements including:
 - Accounting system in place (E-sistafe)
 - Policy and procedure documents for procurement, expense management, audit, fraud, anti-money laundering and counter terrorist financing due diligence
 - Purchase orders and receipting of goods and services processes
 - Prepayments process
 - Accounts payable maintenance
 - Finance team structure
- The capacity and capability of the government ministry including:
 - Governance structure
 - Policies and procedures for recruitment and staff management
 - Project management
- Identification of which government ministry involved in the project has the most robust systems and processes; and
- Understand and document the systems in place for relevant government institutions, especially MTA and MEF.

DETAILED TASKS

The consultant is expected to undertake the following tasks:

- Meet with key design team members (Team Leader and Save the Children staff in Mozambique and Norway,) to provide an overview of the assessment criteria and data requirements and agree on support needs and responsibilities.
- Meet with the Ministry of Economy and Finance (MEF) and Ministry of Land and Environment (MTA) to understand their preferred mechanism for project financial management.
- Meet with Ministry of Economy and Finance staff to understand processes and legalisation governing the use of foreign aid.
- Undertake the initial financial and governance analysis
- Present initial findings for consultation with key project partners and stakeholders to refine.
- Prepare a report with findings and recommendations on capacity and capability of financial and governance systems in place and cash management processes.
- Prepare a cash management flow diagram outlining how monies flow through the government and sub national provinces.

Annex 2: Pre-Feasibility Study Report Outline Template

- 1 Introduction
- 2 Design approach
- 3 Mozambique context
 - 3.1 Brief country overview
 - 3.2 Legal and regulatory landscape
 - 3.2.1 National level
 - 3.2.2 Provincial level
 - 3.2.3 Area Council level
 - 3.2.4 Community Disaster and Climate Change Committees
 - 3.3 Policy landscape
 - 3.4 Complementary projects and initiatives in Mozambique
 - 3.4.1 Alignment with GCF Funded Projects
 - 3.4.2 Alignment with GCF readiness activities in Mozambique
 - 3.4.3 Alignment with other projects
 - 3.4.4 Key sectors in the economy
 - 3.4.5 Agriculture
 - 3.4.6 Fisheries
 - 3.4.7 Food processing, marketing and exporting
- 4 Mozambique's climate and recent trends
 - 4.1 Air and sea surface temperature
 - 4.2 Rainfall

- 4.3 Tropical cyclones
- 4.4 Wind and waves
- 5 Climate change projections and hazards
 - 5.1 Climate change projections
 - 5.1.1 Use of RCPs in analysis and project design
 - 5.1.2 Warming trends and extreme temperatures
 - 5.1.3 Rainfall uncertainty, extremes and drought
 - 5.1.4 Tropical cyclones
 - 5.1.5 Climate change projections summary
 - 5.1.6 Scope of climate drivers considered in this project
 - 5.2 Impacts of changing climate trends on natural and human systems
 - 5.2.1 Food insecurity due to declining agriculture and fisheries
 - 5.2.2 Increased disaster risk
 - 5.2.3 Disproportionate impacts on marginalised groups
 - 5.2.4 Increasing demand on social protection system and services
 - 5.3 Determining community vulnerability to climate change
- 6 Adaptation gaps
- 7 How will 'Linking Climate Adaptation and Social Protection through decentralized planning in Mozambique' reduce climate change vulnerability?
 - 7.1 Theory of Change
 - 7.2 'Linking Climate Adaptation and Social Protection through decentralized planning in Mozambique' adaptation actions to address gaps
 - 7.2.1 Component overview
 - 7.2.2 Adaptation packages based on LAP plan of action and budget.
 - 7.3 Beneficiary selection
 - 7.3.1 Direct Beneficiaries
 - 7.3.2 Indirect Beneficiaries
 - 7.4 Stakeholder engagement during implementation
 - 7.4.1 Mainstreaming consultation
 - 7.4.2 Education and training
 - 7.4.3 Community engagement
- 8 Governance of the project
 - 8.1 Governance structure
 - 8.1.1 Accredited Entity capacity: experience and track record
 - 8.1.2 Executing Entities capacity: experience and track record
 - 8.1.3 Implementation arrangements diagram/flow of funds and reporting
 - 8.2 Financial management
 - 8.2.1 Administrative burden
 - 8.2.2 Control
 - 8.2.3 Alignment with government and donor policies
 - 8.2.4 Performance management
- 9 Monitoring and Evaluation
 - 9.1 Monitoring
 - 9.2 Evaluation
- 10 Implementation schedule
- 11 Budget, co-financing and risk management
 - 11.1 Budget
 - 11.2 Co-financing
 - 11.3 Risk Management
 - 11.4 Environmental and Social Safeguards screening and risk management
 - 11.5 Residual risk management planning
 - 11.6 Technical assessment and best practice
 - 11.7 Project management risks
- 12 Alignment with GCF investment criteria
 - 12.1 Impact potential
 - 12.2 Paradigm shift potential

- 12.3 Sustainable development potential
- 12.4 Needs of the recipient
- 12.5 Country ownership
- 12.6 Efficiency and Effectiveness
- 13 Sustainability and exit strategy
- 14 Concluding statement
- 15 References