

TERMS OF REFERENCE FOR

PROJECT EXPERT – RENEWABLE ENERGY SPECIALIST FOR THE PREPARATION OF THE UNEP - GEF PROJECT “MEETING THE CHALLENGE OF 2020 IN THE BAHAMAS”

Location:	The Bahamas
Type of Contract:	Individual Contract
Post Level:	National Consultant
Languages Required:	English
Starting Date: (date when the selected candidate is expected to start)	1 st November 2018
Expected Duration of Assignment:	60 working days (over 5 months)

I. Scope of Work

A Project Preparation Grant (PPG) has been requested from the GEF Secretariat to prepare the FSP for the project based on the project proposal concept. The PPG phase will support various data collection efforts and undertake stakeholder consultations to elaborate the approved project concept into a fully formulated project document. The final output of the PPG phase will be an UNEP-GEF project document and GEF CEO Endorsement Template ready for submission to UNEP and GEF, with all required supporting annexes, tracking tools and background information.

The Renewable Energy Specialist will be responsible for analysis and design of renewable energy options under specific components of the PPG for inclusion in the finalized UNEP Project Document (ProDoc) and CEO Endorsement Request, with all mandatory and project specific Annexes and supporting documentation. S/he will report to the PPG Team Leader.

II. Duties and Responsibilities

The Renewable Energy Specialist should work closely with the other members of the PPG consultancy team and the executing agency. The deliverables will include data and information to be included in UNEP’s PRODOC and CEO-Endorsement package, with respective annexes and appendices.

The Renewable Energy Specialist will closely coordinate with the Team Leader and other national experts and partners to perform the following tasks (referring to the PPG Overall Plan):

Under PPG Activity 2: Effective protected area management

Provide input on project strategy / activities for the following outputs:

- Output 2.1.2 (Management plans developed/updated and under implementation at 5 MPA sites)
- Output 2.1.3 (Infrastructure established and staff deployed and capacitated at 5 MPA sites)

- Output 2.2.1 (Business plans developed and under implementation for Joulter Cays and Lucayan National Parks)
- Output 2.4.1 (Up to 5 carbon neutral Marine Protected Area facilities (photovoltaic substitute for diesel generators (minimum 1,052,769.6 tCO₂-equivalent direct emission reduction over 15 years)

Key deliverables will include:

1. Identification of possible strategies for energy conservation and renewable energy (RE)
2. Development of arguments in support of the selection of the sites as very good locations to influence communities and tourists views on RE sources
3. Develop full list of energy conservation and RE equipment and materials to be used with respective prices for procurement plan
4. Assistance to the Conservation Finance Specialist in identifying existing financial resources and possible cost-saving activities related to renewable energy and energy efficiency
5. Analysis of cost efficiencies for various options of renewable energy and energy efficiency methods in order to make the case of upscaling due to cheaper options in collaboration with the Conservation Finance Specialist
6. Selection of equipment to be purchased and quotations for the proposed intervention sites – Visitors’ Centre for Waderick Wells (Exuma Cays Land and Sea Park), West Andros fee collection booth and Bonefish Pond high-visibility demonstration pilot
7. Identification of local facilities and buildings to be connected to solar power and outfitting with energy efficient appliances and lighting
8. Initial design of the Demo Renewable Energy Pilot (New Providence – high visitation area for Bonefish Pond)
9. Selection of two additional pilot sites, based on greenhouse gas emission reduction and visibility/visitation criteria and co-finance challenge funds

III. Timeline and Deliverables and Payment Schedule

The Total Duration of the assignment is 60 working days spread over 5 months. The expected start date of the Contract is 1st November 2018.

Deliverables	Timeline	Payment Schedule
Signing of contract	November 2018	20%
Report on completion of deliverable 1 through 9 under PPG Activity 2	January 2019	25%
Report of stakeholder consultations	February 2019	10%
Documentation of contributions to deliverables under PPG Activity 4	March 2019	25%
Approval of Project by the GEF	April 2019	20%

V. Competencies

- Good inter-personal and teamwork skills.
- Fully computer literate.
- Well-versed in conservation finance and financial analysis
- Excellent English writing and communication skills.

- Ability to work in complex, multi-stake-holder project environments.
- Demonstrates integrity by modeling the UN's values and ethical standards.
- Promotes the vision, mission, and strategic goals of UNDP.
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability.
- Treats all people fairly without favoritism.
- Fulfills all obligations to gender sensitivity and zero tolerance for sexual harassment.

VI. Required skills and experience

The minimum key skills and expertise of the consultant shall cover the following:

Education:

- Bachelors or higher degree in engineering, or a related subject.

Experience:

- At least 5 years' proven experience in renewable energy projects.
- Past working experience with the key national stakeholders of the project is required, and specific experience in designing buildings and/or systems for renewable energy, energy conservation and energy efficiency is preferred.
- Past experience in UNEP-GEF project formulation/design, or the design and development of projects for other donors, is an advantage.
- Ability to conduct research and analysis, with strong synthesis skills.

Languages:

- Fluency in English is required.