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Initiation Plan / GEF PPG

Project Title: Energy Efficiency through the Development of Low-carbon RAC Technologies in Trinidad and Tobago

Country: Trinidad & Tobago

Country Programme Outcome: Policies and programmes for climate change resilience, disaster risk reduction and universal access to clean and sustainable energy
Sustainable development goals: 7, 11 and 13

UNDP Strategic Plan Output:

- 1.7 Ensure universal access to affordable, reliable and modern energy services.
- 2.5 Integrate climate change measures into national policies, strategies and planning.

Gender Marker rating: GEN 2

ATLAS Project ID: 00098903	Total budget:	US\$ 150,000
ATLAS Output ID: 00102102	Allocated resources:	
PIMS ID: 5957	• GEF	US\$ 150,000
Management Arrangement: <i>DIM</i>	• Government	US\$
	• UNDP	US\$

AGREED BY

UNDP Resident Representative¹

Signature

12 / 01 / 2018
Day/Month/Year

Date

¹ Edit as necessary. Include other Agency as necessary.

TABLE OF CONTENTS

I. Brief Description of the Initiation Plan/GEF PPG.....	3
II. Stakeholder Engagement, public disclosure and other requirements.....	4
III. GEF PPG ACTIVITIES.....	5
Component A: Preparatory Technical Studies & Reviews	5
Component B: Formulation of the UNDP-GEF Project Document, CEO Endorsement Request, and Mandatory and Project Specific Annexes	6
Component C: Validation Workshop and Report	8
IV. Total Budget and Work Plan for GEF PPG	9
V. GEF PPG Activities timeframe and budget	10
VI. Mandatory Annexes	11
Annex 1: GEF CEO PIF/PPG Approval Letter	11
Annex 2: Draft Terms of Reference (TORs) of Consultants Financed by the Project Preparatory Grant (GEF PPG)	13

I. BRIEF DESCRIPTION OF THE INITIATION PLAN/GEF PPG

Objective & Final Outputs

The objective of the GEF PPG is to develop the project concept into a full project: *Energy Efficiency Through the Development of Low-carbon RAC Technologies in Trinidad and Tobago*. As described in the project concept (PIF/child project concept note), this project aims at *Treating the issue of energy efficiency for large scale systems as well as smaller scale units to represent a holistic approach to encouraging a more sustainable energy consumption path through the adoption of low-carbon technologies for Refrigeration and Air Conditioning end use.*

The following documents are to be consulted as background for the GEF PPG phase:

- PIF cleared for WP inclusion or GEF Council approved PIF (PFD and child project concept note for projects that are part of a program)
- SESP pre-screening (of PIF)
- Comments from GEF Secretariat, Council, STAP
- Annotated UNDP-GEF Project Document Template and associated guidance included therein
- District cooling final report 20161130
- District cooling follow up mission report TT Sept 2017

The final outputs of the GEF PPG are:

1. UNDP-GEF Project Document (ProDoc), using the 2017 standard template.
2. Mandatory annexes to the ProDoc, including gender analysis and action plan, and stakeholder engagement plan, environmental and social management plan, among others, and project specific annexes (e.g.institutional and legal analysis, feasibility studies etc).
3. GEF CEO Endorsement Request.
4. Validation Workshop report (as appropriate for projects with a moderate and high SESP risk rating).

Any additional studies and other reports produced under the GEF PPG and not included in Annex to the project document will be submitted to UNDP and saved for future reference.

Key Dates for the GEF PPG

Milestone	Date	Notes
Internal submission date for UNDP-GEF review and clearance	November 2018	Must be at least two (2) months prior to CEO Endorsement Deadline
CEO Endorsement Deadline after which the project will be cancelled.	30 April 2019	Failure to submit a ProDoc and CEO ER to the GEF Sec by this deadline will lead to the automatic cancellation of the project by the GEF Secretariat.

Management Arrangements

The UNDP Trinidad and Tobago Country Office will lead the project development process and manage the GEF PPG budget in full consultation with the UNDP-GEF Technical Adviser. They will be supported by the relevant national government partners and key stakeholders .

The GEF PPG Atlas budget is presented in *Section IV: Total Budget and Work Plan*.

The GEF PPG team will be composed of the following:

- 1) International Specialist in GEF project development for [*energy efficiency projects particularly in the refrigeration and air conditioning sectors*] (Team Leader)
- 2) International Specialist in *energy efficiency projects in the refrigeration and air conditioning sectors of small island developing states and district cooling,*
- 3) National Specialist in with strong energy and energy efficiency project development experience
- 4) *Gender Specialist*

Draft Terms of Reference (TORs) for each team member is included in Annex 2 of this Initiation Plan.

II. STAKEHOLDER ENGAGEMENT, PUBLIC DISCLOSURE AND OTHER REQUIREMENTS

To ensure strong country ownership, and in line with the stakeholder engagement requirements outlined in UNDP's Social and Environmental Standards (SES), the development of the project to be undertaken during this GEF PPG phase will be done in full consultation and close engagement with government, CSO and other relevant stakeholders – in particular those who will benefit from and be directly involved in the implementation of the project (i.e. direct project beneficiaries). A list of these stakeholders will be prepared and included in Annex to the project document.

If the Social and Environment Screening Procedure (SESP) included in Annex to the project document, has an overall safeguard risk rating of moderate or high, the following disclosure requirements apply:

1. A final validation workshop report will be prepared summarizing the outcomes of the validation workshop and other consultations undertaken during the PPG phase. This report must demonstrate strong country ownership and will become a key reference document should an environmental and social safeguard complaint/grievance be filed during project implementation.
2. Before CEO endorsement (if appropriate given the GEF cancellation policy) or at the latest by the LPAC meeting, the UNDP-GEF project document, SESP and related management plans, and other relevant information/documents (e.g. ProDoc annexes) will be made available to the public on the UNDP website or open.undp.org. It is recommended to make these documents available for 30 days in advance of the LPAC meeting for moderate risk projects, and 120 days in advance for high risk projects.

III. GEF PPG ACTIVITIES

Component A: Preparatory Technical Studies & Reviews

The following technical studies and reviews will be conducted, building on the PIF and the comments received to the PIF (e.g. from GEF Council and STAP).

a. Desktop and field-based studies and data collection

This research should produce the background information required to prepare the ProDoc and CEO Endorsement Request, including but not limited to:

- Development challenge and strategy (including threats, problems and barrier assessment);
- Review of national policy and legislative frameworks;
- Problem and solution trees developed in consultation with project stakeholders, for a robust Theory of Change (to be prepared in **Component B**, below);
- Review of relevant past and ongoing projects for lessons; and
- Any other analyses required to address all comments on the PIF received from GEF Secretariat, GEF Council members and STAP

b. Gender Analysis

A gender analysis will be prepared to fully consider the different needs, roles, benefits, impacts, risks, differential access to and control over resources of women and men (including considerations of intersecting categories of identity such as age, social status, ethnicity, marital status, etc.) given a project's context, and to identify appropriate measures to address these and promote gender equality and women's empowerment. The analysis will form the basis of a Gender Action Plan and Budget to guide gender mainstreaming during project implementation. The Gender Analysis, and the Gender Action Plan and Budget must be attached as Annexes to the Project Document. See guidance available [here](#).

c. Environmental and Social Safeguard Assessments

The social and environmental safeguards pre-screening (pre-SESP) prepared during the PIF design phase determined the overall risk categorization of this project as Moderate and highlighted potential safeguard risks to be further assessed during the PPG phase.

The purpose of these assessments is to identify ways to avoid negative environmental and social impacts where possible (e.g., through site selection). If risk avoidance is not possible, then mitigation and management measures must be identified, in line with the UNDP Social and Environmental Standards (see section B-f below). If the required assessments cannot be undertaken or finalized during the PPG, they must be completed during the first phase of project implementation. A

d. Identification of project sites

Based on the above reviews, and through consultation with stakeholders, the targeted project sites will be identified. Preliminary work carried out during the PIF development stage has identified some potential pilot sites as the University of Trinidad and Tobago and the Piarco International Airport in Trinidad

e. Financial planning

Co-financing will be confirmed and additional sources identified through a series of consultations with partners to ensure a coherent and sustainable financing package for the project, including post-GEF grant phase to the extent possible.

f. Other required studies

Component B: Formulation of the UNDP-GEF Project Document, CEO Endorsement Request, and Mandatory and Project Specific Annexes

Based on the technical studies and reviews undertaken under **Component A** (detailed above), the full UNDP-GEF Project Document will be developed (following the 2017 annotated UNDP-GEF Project Document available [here](#)), and the GEF CEO Endorsement Request (available [here](#)) will be prepared.

The GEF PPG Team Leader will be responsible for the consolidation and finalization of all required materials.

Preparation of the UNDP-GEF ProDoc includes a specific focus on the following areas, which do not exhaustively capture the required ProDoc content:

a. Theory of Change

The detailed theory of change (ToC), based on the studies and data collection undertaken in **Component A**, will be developed. The selected approach will be identified, with a clear rationale backed by credible evidence, integrating gender concerns into the approach. Additional guidance is available in the Annotated UNDP-GEF ProDoc template.

b. Results Framework

Based on the studies and data collection undertaken in **Component A**, the Results Framework will be further defined with appropriate Objective-level and Outcome-level quantitative and qualitative SMART indicators and mid-term and end-of-project targets. It will be designed in line with the following parameters:

- Do not include outputs or activities in the results framework. Outputs and corresponding indicators can be included in the results section and/or in Annex to the project document.
- Prepare a maximum of 2-3 indicators for the Objective and each Outcome. Aim to keep the total number of indicators in the results framework (and that require annual reporting to the GEF) to 15-16.
- Give special attention to include gender-responsive outcomes and other socio-economic benefits.
- Collect baseline data for each indicator using existing national sources when feasible.
- Disaggregate indicators by sex, including number of direct project beneficiaries.
- Set realistic mid-term targets and end-of-project targets that can be achieved by project closure.
- Summarize risks and assumptions, and sources of verification/data.

See the annotated UNDP-GEF Project Document template for additional guidance on developing the Results Framework.

c. Monitoring and Evaluation (M&E) Plan and Budget

The on-the-ground monitoring could be undertaken by national institutes/universities as appropriate. Clarify the roles of various groups involved in project M&E, how project-level monitoring links with data collected at the national level, and specify the frequency of monitoring. Specify monitoring tools to be used; clarify responsibilities for completing the mid-term and terminal GEF Tracking Tools (see below). Complete the M&E budget included in the UNDP-GEF Project Document noting that the total budget should be between 3-5% of the GEF grant.

d. Stakeholder Engagement Plan

Based on the consultations undertaken during the PPG phase, a Stakeholder Engagement Plan will be developed.

e. Gender Action Plan and Budget

Based on the Gender Analysis conducted in **Component A**, the Gender Action Plan and Budget will outline the gender-specific outputs to be delivered during project implementation in order to promote gender equality and women's empowerment and to ensure that inequalities are not exacerbated. As part of the work of preparing the Gender Action Plan, indicators should be proposed for inclusion in the Results Framework to facilitate the monitoring of the proposed gender mainstreaming actions.

f. Social and Environmental Standards

In line with the assessments conducted during **Component A** (above) and in line with UNDP's Social and Environmental Standards (SES) policy and all associated SES Guidance Notes, the SESP will be finalized and all moderate and high risks identified in the SESP will be reflected in the risk table and risk section of the project document.

Mitigation and management measures for moderate and high risks will be developed and included in the project document, or included as a separate management plan in Annex to the project document, as required per UNDP's SES. If the mitigation and management measures cannot be fully detailed at the PPG phase (e.g., sites have not been determined), an environmental and social management framework (ESMF) will be prepared outlining the steps to be taken during the first phase of project implementation to address the moderate and high risks. The ProDoc must clearly state that none of the associated project activities will commence until: the assessment(s) have been completed; the required management plan(s) have been prepared; the plan(s) have been disclosed and approved by the Project Board.

g. GEF Tracking Tool(s)

The following required GEF Tracking Tools will be prepared, in line with the relevant GEF objectives, and included as an Annex to the ProDoc. Indicators from the GEF Tracking Tools can be included in the Results Framework as appropriate. See the GEF's website for the most up-to-date templates as these may change.

GEF-6 Climate Change Mitigation Tracking Tool

h. Project Management Arrangements

Based on the stakeholder analysis and consultations undertaken in **Component A** above, agreement(s) on project management and governance arrangements—including roles, responsibilities and accountabilities of lead and partner Agencies—will be secured early in the project development phase and will be fully detailed in the ProDoc.

i. Completion of the required co-financing letters

These letters include the official letters on co-financing guarantee(s) from participating government institutions, bilateral development partners, multilateral development partners, NGOs, private sector, or others who wish to provide cash or in-kind contributions to the project.

Component C: Validation Workshop and Report

A validation workshop will be held with relevant stakeholders to present, discuss and validate the project activities, and the final draft of the UNDP-GEF project document if possible. A validation workshop report will be prepared for projects with an overall safeguards risk rating of moderate or high.

IV. TOTAL BUDGET AND WORK PLAN FOR GEF PPG

Award ID:	00098903
Award Title:	Energy Efficiency through the Development of Low-carbon RAC Technologies in Trinidad and Tobago
Project ID	00102102
Business Unit:	TTO10
Project Title:	Energy Efficiency through the Development of Low-carbon RAC Technologies in Trinidad and Tobago
Project (PIMS) ID:	5957
Implementing Partner:	UNDP TT

GEF Outcome/Atlas Activity	Responsible Party	Fund ID	Donor Name	Atlas Budgetary Account Code	ATLAS Budget Description	Amount US\$	Budget Notes
Project preparation grant to finalize the UNDP-GEF project document for project "Energy Efficiency through the Development of Low-carbon RAC technologies in Trinidad and Tobago"	UNDP	62000	GEF TRUSTEE	71200	International Consultants	70,000	A
				71300	Local Consultants	40,000	B
				71600	Travel	15,000	C
				72500	Supplies	3,500	D
				74500	Miscellaneous Expenses	4,000	E
				75700	Trainings and Workshops	17,500	F
PROJECT TOTAL					150,000		

Budget Note	Items	Total estimated person weeks	Budget
A			
B	Prodoc Specialist 40 days at 500 per day and District Cooling Consultancy 50 days at 1,000 per day		70,000
C	National Energy Project Specialist for 50 days at 500 per day and Gender Specialist for 10 days at 500 per day (other national consultants TBD during PPG as needed)		40,000
D	Travel and other field visits, including Prodoc Specialist DSA and air fares (5 working days mission)		15,000
E	Office Supplies		3,500
E	Miscellaneous Expenses		4,000
D	Validation Workshop		17,500

V. GEF PPG ACTIVITIES TIMEFRAME AND BUDGET

PPG Activity	January 2018	February 2018	March 2018	April 2018	May 2018	June 2018	July 2018	August 2018	September 2018	November 2018	December 2018	Budget (US\$)
Component A: Technical studies, etc.												90,000
Component B: Formulation of ProDoc, etc.												20,000
Component C: Validation Workshop												20,000
Delivery of final outputs												20,000

VI. MANDATORY ANNEXES

Annex 1: GEF CEO PIF/PPG Approval Letter



GLOBAL ENVIRONMENT FACILITY
INVESTING IN OUR PLANET

Naoko Ishii
CEO and Chairperson

October 30, 2017

Ms. Adriana Dinu
GEF Executive Coordinator
United Nations Development Programme
One United Nations Plaza
304 East 45th St.
FF Bldg., 10th floor
New York, NY 10017

Dear Ms. Dinu:

I am pleased to inform you that I have cleared the project concept detailed below for inclusion in the upcoming work program. I have also approved your request for project preparation grant.

Decision Sought:	Project Identification Form (PIF) Clearance for Work Program Inclusion and Project Preparation Grant (PPG) Approval
GEFSEC ID:	9789
Agency(ies):	UNDP
Agency ID:	5957 (UNDP)
Focal Area:	Climate Change
Project Type:	Full-Sized Project
Country(ies):	Trinidad and Tobago
Name of Project:	Energy Efficiency through the Development of Low-carbon RAC Technologies in Trinidad and Tobago
Indicative GEF Project Grant:	\$8,152,392
Indicative Agency Fee:	\$489,478
PPG Grant:	\$150,000
PPG Agency Fee:	\$14,250
Funding Source:	GEF Trust Fund

Agency	Trust Fund	40% Fees to be committed at Council Approval	Fees to be committed at CEO Endorsement	Total (US\$)
UNDP	GEF	\$195,791	\$293,687	\$489,478

This PIF clearance and PPG approval is subject to the comments made by the GEF Secretariat in the attached project review document. It is also based on the understanding that the project is in conformity with

Ms. Adriana Dima

- 7 -

October 30, 2017

GEF focal areas strategies and in line with GEF policies and procedures. Please ensure that your final project document, with all Secretariat and Council comments fully addressed, is submitted such that CEO endorsement can be provided within 18 months of Council approval of the work program.

Sincerely,



Naoko Ishii
Chief Executive Officer and Chairperson

Attachment: GEFSEC Project Review Document
Copy to: Country Operational Focal Point, GEF Agencies, STAP, Tunisia

Annex 2: Draft Terms of Reference (TORs) of Consultants Financed by the Project Preparatory Grant (GEF PPG)

Position, Type and Cost	Role, Deliverables and Qualifications
<p>Position: <i>Senior Advisor on District Cooling</i></p> <p>Type: <i>IC</i></p> <p>Daily fee: USD 1,000</p> <p>Number of days: <i>50 working days over a 12 month period</i></p>	<p>Role</p> <p>The objective of the consultancy is to explore the potential to further promote the use of District Cooling in Trinidad and Tobago. The aim is to identify the potential barriers for the introduction of District Cooling and propose a way forward to overcome these barriers. The expected result is to provide inputs to UNDP for the development of a component on District Cooling in the context of a larger UNDP project in Trinidad and Tobago.</p> <p>Deliverables</p> <ul style="list-style-type: none"> ▪ Conduct 2 or 3 visits to Trinidad and Tobago and meet with selected stakeholders ▪ Visit key locations identified during the PIF phase in which District Cooling is planned to be applied ▪ Conduct one day workshop for interested parties in Port of Spain on potential benefits with District Cooling, with aims to engage potential co-financiers for the project ▪ Provide inputs to the PPG regarding the development of the District pilot component for the GEF project ▪ Provide a management plan for the district cooling pilots ▪ Provide inputs to on how to scale up District Cooling investment in the country <p>Qualifications</p> <p>Education</p> <ul style="list-style-type: none"> ▪ Degree in engineering, chemical, physics or technology Sciences; ▪ Master Degree in engineering, chemical, physics or technology Sciences and/or energy efficiency is desirable; <p>General experience</p> <ul style="list-style-type: none"> ▪ At least 5 years of experience in the field of centralized cooling systems is required ▪ More than 10 years of Experience with district cooling projects at national and/or international level in international development is highly desirable; <p>Specific experience</p> <ul style="list-style-type: none"> ▪ Practical experience from the Refrigeration and AC Sector, ▪ Hands-on experience working on the subject of district cooling / energy at the international level in at least 2 of the following regions is desirable (Europe, Africa, Arab States, Asia, America) ▪ Development of Financial Mechanism for District Energy is desirable ▪ Experience with programme development, implementation and monitoring related to district cooling, as well as knowledge and experience in preparation of technical communications is desirable; ▪ Working experience with projects in developing countries and/or countries in transition is desirable; <p>Language Requirements</p> <ul style="list-style-type: none"> ▪ Excellent writing, editing, and oral communication skills in English;

<p>Position: UNDP Prodoc Specialist / PPG Team Leader</p> <p>Type: IC</p> <p>Daily fee: USD 500</p> <p>Number of Days: 40 over a 12 month period</p>	<p>Role</p> <p>The <i>PPG team Leader</i> / Project Development Specialist will be the GEF PPG Team Leader and will be responsible for quality assurance and timely preparation of all reports and documentation, including the finalized UNDP Project Document (ProDoc) and CEO Endorsement Request, with all mandatory and project specific Annexes and supporting documentation. S/he will be responsible for managing all consultants on the GEF PPG Team, and coordinating the Team's work.</p> <p>Deliverables</p> <ol style="list-style-type: none"> 1) <u>Management of the GEF PPG Team</u> <ol style="list-style-type: none"> a. Define and submit a detailed methodology and work plan in consultation with the other consultants with clear delegation of responsibilities for the International Consultants (ICs) and National Consultants (NCs); b. Ensure that project development is participatory, gender-responsive and based on extensive stakeholder engagements; and c. Verify and ensure that all project components are technically sound and cost effective. 2) <u>Preparatory Technical Studies and Reviews (Component A):</u> With inputs from the other national and international consultants, as detailed in their respective TORs: <ol style="list-style-type: none"> a. Compile baseline/situational analysis for the full-size project (FSP). This will include a precise definition of baseline projects, activities, budgets, goals and co-financial links to GEF outcomes; definition of GEF incremental value per outcome and output; and presentation of results of the incremental cost-analysis in matrices as appropriate; b. Oversee the stakeholder analysis and consultations and ensure that they are complete and comprehensive; c. Ensure the preparation of the gender analysis and ensure its findings are meaningfully integrated into the project's strategy, theory of change and results framework; d. Ensure action points, including risk assessments, from the UNDP Social and Environmental Screening Procedure (SESP) at the PIF stage ("pre-screening") are fully implemented during the PPG, and update that screening in an iterative fashion throughout the PPG, as appropriate; e. Conduct/oversee the identification of the project sites, with documentation of selection criteria; f. Oversee the consultations with partners regarding financial planning; and g. Ensure completion of any additional studies that are determined to be needed for the preparation of the ProDoc and all other final outputs. 3) <u>Formulation of the ProDoc, CEO Endorsement Request and Mandatory and Project Specific Annexes (Component B):</u> With inputs from the other national and international consultants, as detailed in their respective TORs, and based on international best practice: <ol style="list-style-type: none"> a. Develop, present and articulate the project's theory of change; b. Develop the Results Framework in line with UNDP-GEF policy; c. Develop a detailed Monitoring and Evaluation Plan and Budget; d. Oversee and ensure the preparation of a Stakeholder Engagement Plan; e. Oversee and ensure the preparation of a Gender Action Plan and Budget; f. Update the SESP based on assessments undertaken during Component A, and ensure the development of environmental and/or social management plan(s) for all risks identified as Moderate or High in the SESP; g. Prepare the required GEF tracking tool(s);
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	<p>h. Secure and present agreements on project management arrangements;</p> <p>i. Ensure the completion of the required official endorsement letters; and</p> <p>j. Synthesize all analyses, studies, etc. that are prepared under Components A and B to produce the draft UNDP-GEF ProDoc, GEF CEO Endorsement, and all mandatory and project specific Annexes, using the required templates.²</p> <p>4) Validation Workshop (Component C):</p> <p>a. Lead the validation workshop to present, discuss and validate the final draft ProDoc and mandatory and project specific annexes, with a special focus on the SESP and any management plans; and</p> <p>b. Oversee all necessary revisions that arise during the workshop.</p> <p>c. Ensure completion of Validation Workshop Report.</p> <p>5) Final Deliverables:</p> <p>a. Consolidation of all technical and consultation inputs including from national stakeholders, UNDP, GEF Secretariat, STAP and GEF Council, into a well written and concise UNDP ProDoc with all required sections and Annexes, in line with the standard UNDP-GEF ProDoc template and annotated guidance;</p> <p>b. Completion of the GEF CEO Endorsement Request;</p> <p>c. All documentation from GEF PPG (including technical reports, etc.); and</p> <p>d. Validation Workshop Report.</p> <p>Qualifications</p> <ul style="list-style-type: none"> ▪ Master’s degree or higher in a relevant field, such as Energy Systems, Environmental Management, Electrical Engineering or related discipline; ▪ Minimum 7 years of demonstrable experience in climate change mitigation and Energy ▪ Fluency in written and spoken English <p>Experience:</p> <ul style="list-style-type: none"> ▪ 7 year experience working in design and management of energy projects, previous experience designing and obtaining approval of GEF projects will be an advantage ▪ 7 year experience on climate change mitigation, energy efficiency and renewable energy ▪ Experience engaging with stakeholders at multiple levels (grassroots/community, national, regional); ▪ Previous experience working within the Caribbean region in renewable energy, energy efficiency or related fields will be taken into consideration
<p>Position: Gender Specialist</p> <p>Type: IC</p> <p>Daily fee: USD 500</p> <p>Number of days: 10 days over a 12 month period</p>	<p>Role</p> <p>The Stakeholder Engagement and Gender Specialist ensure that gender considerations are fully mainstreamed into all relevant components of the project document as well as produce a participatory gender analysis and action plan for the project. The objective of the work is to explain how the project will contribute to gender equality and women’s empowerment, identify entry points for mainstreaming gender considerations in project components, ensure that the project results framework and theory of change are gender responsive and to develop a gender action plan to advance women’s empowerment and promote gender equality.</p>

² Please verify with the UNDP-GEF team that the correct templates are being used.

Deliverables

Deliverable 1: Participatory Gender Analysis: This deliverable will be fully integrated into the project document and used to inform the process of developing the results framework and theory of change. The participatory gender analysis may consist of:

- Analysis using the guiding questions in the gender analysis template (Annex 2) to understand the national and local context, and understand issues around gendered division of labour and time use, access and control, power and decision making, and knowledge and capacities. A review of national gender statistics, time-use surveys, national action plans, and qualitative data generated through policy and academic research and participation assessments should be used to inform the analysis;
- Stakeholder consultation analysis, interviews and relevant information;
- A baseline survey on [choose specific to the project context; suggestions: women's participation in project activities/ meetings; women's participation in national/ local planning processes; women's livelihood and economic activities; women's specific adaptation needs; women and men's participation in decision making processes; men and women as project beneficiaries; roles of men and women in collection and use of biomass fuels; gender differences in water access and use; roles of men and women in ecosystem management / community adaptation; differential impact of climate change / chemicals / POPS / on women; etc.].

Deliverable 2: Gender considerations fully mainstreamed into project document, including:

- Working with the project development team using the findings from the gender analysis, develop the project's results framework ensuring that gender-responsive outcomes, baselines, targets, and indicators are included; ensure that all applicable indicators are disaggregated by sex and other relevant, intersecting forms of identity.
- Working with the project development team using the findings from the gender analysis, develop a gender-responsive theory of change; ensure gender considerations are integrated into the project's theory of change, including discussion of impact, assumptions, evidence and risks.

Deliverable 3: Gender Action Plan: A Gender Action Plan for the project with concrete outputs to facilitate implementation of activities that promote gender equality and women's empowerment.

Deliverable 4: Note to file on process to mainstream gender considerations into the project document: The note to file is an opportunity for the consultant to highlight any key lessons, issues, risks and recommendations (for example, notes for the mid-term review, recommendations to the Regional Technical Advisor or Project Manager) related to gender mainstreaming during any aspect of the project document development process and project implementation not covered elsewhere.

Qualifications

- Demonstrated understanding of issues related to gender and sustainable development; at least 7 years of practical working experience in gender mainstreaming, women's empowerment and sustainable development in the environment sector;
- Experience carrying out participatory gender analysis; experience collecting and formulating gender responsive indicators and sex-disaggregated data and preparing gender responsive project analysis; developing gender action plans.

	<ul style="list-style-type: none"> ▪ Proven experience in analysis of gender issues in <i>GEF projects and other related climate finance instances</i> ▪ Demonstrated understanding of the links between sustainable development, social and gender issues; ▪ Demonstrated experience working on policy and programmatic issues with national and local governments and civil society organizations including community organizations. ▪ Experience in facilitating gender responsive stakeholder meetings is highly desired; ▪ Experience with project development and results-based management methodologies is <i>highly desired</i> ▪ Excellent analytical, writing, advocacy, presentation, and communications skills are required. <p>Education:</p> <ul style="list-style-type: none"> ▪ Master's degree in gender studies, gender and development, environment, sustainable development or closely related area. <p>Language:</p> <ul style="list-style-type: none"> ▪ English
<p>Position: National Energy Project Specialist</p> <p>Type: IC</p> <p>Daily fee: USD 500</p> <p>Number of Days: 50 over a 12 month period</p>	<p>Role: The specialist will be responsible for providing expertise regarding the development of technical and policy baseline and justifications to support the introduction of District Cooling technologies and facilitate energy efficiency (EE) measures in the selected sites of intervention based on relevant local and international experience (laws, regulations and enforcement mechanisms).</p> <p>Key Tasks:</p> <ul style="list-style-type: none"> ▪ Collect and Assess Baseline information on policy, legal/regulatory, and institutional frameworks and barriers to expansion, institutional and technical knowledge for District Cooling technologies and recommendations for related project activities. ▪ Based on this information, develop draft projected baseline Co2 emissions of the scenario without the GEF contribution to the projects and calculate direct and indirect GHG benefits ▪ Summary analysis of baseline investments and current fiscal instruments and economic incentives with respect to District Cooling sector ▪ Help design incremental activities related to District Cooling policies and projects. ▪ Help develop a baseline in-country capacity assessment related to installation and maintenance of RAC systems. <p>Deliverables:</p> <ul style="list-style-type: none"> ▪ Baseline review and update of policy, legal/regulatory, and institutional frameworks and barriers to expansion Institutional and technical knowledge for District Cooling technologies and recommendations for related project activities. ▪ Baseline CO2 emissions and direct and indirect GHG benefits report. ▪ Report of key lessons from regional and international experiences in a SIDS/developing country context with recommendations for adaptive learning.