**Appendix 1: Terms of Reference for International Expert Consultant**

**(Mitigation Expert)**

**Technology Needs Assessment for the Kyrgyz Republic**

**Background**

The purpose of the TNA project is to assist the Kyrgyz Republic update its Technology Needs Assessment (TNA) and develop a technology road map for prioritized technologies to address climate change challenges in the most critical sectors of the economy. TNAs are central to the work of Parties to the Convention on technology transfer and present an opportunity to track an evolving need for new equipment, techniques, practical knowledge and skills, which are necessary to mitigate GHG emissions and/or reduce the vulnerability of sectors and livelihoods to the adverse impacts of climate change. As per agreement with the Government of the Kyrgyz Republic, this TNA project will focus on four (4) broad priority sectors: agriculture, water, waste and energy. The project will work toward achieving the following four outcomes:

* Outcome 1: Relevant country stakeholders have established adequate capacity, systems, and networks to support the planning, programming, and implementation of GCF-funded activities
* Outcome 2: the Kyrgyz Republic has developed or enhanced strategic frameworks to address policy gaps, improve sectoral expertise, and enhance enabling environments for GCF programming in low emission investment
* Outcome 3: Strategies for transforming and attracting private sector investment for low emissions and resilience developed and being used
* Outcome 4: An increase in the number of quality project concept notes developed and submitted

These outcomes will be achieved by providing support to:

1. Identify and prioritize through country-driven participatory processes, technologies that can contribute to mitigation and adaptation goals of the participant countries, while meeting their national sustainable development goals and priorities. This will result in the delivery of a report on technology needs ("TNA Report").
2. Identify barriers hindering the acquisition, deployment, and diffusion of prioritized technologies. This will result in the delivery of a barrier analysis report.
3. Develop Technology Action Plans (TAP) including barrier analysis report to facilitate the transfer, adoption, and diffusion of selected technologies in the participating country.
4. Prepare three GCF concept notes (CNs) for the GCF, which will include prioritized technologies identified in the TNA and TAP, follow guidance from the Government (NDA and NDE).
5. Further, the TNA process will develop project-specific recommendations for attracting funding to implement selected technologies in priority areas of national relevance, including the engagement of the private sector.

The general and key tasks of the International Expert Consultant are described below.

**Services and inputs of the International Mitigation Expert Consultant**

The international expert consultant will work in close collaboration with UNEP DTU Partnership (UDP), the team of national experts, the TNA focal point at the Kyrgyz Republic Ministry of Economy, the national TNA Committee, including other expert consultants for the TNA project. It is expected that the project work will be completed by 31 December 2022. His/her overall task is to support the TNA process, ranging from engaging with stakeholders, attending and contributing to technical meetings and providing substantive reviews of the national TNA project reports for selected mitigation technologies, as relevant, in the respective sectors.

Aligned with domestic and global objectives, the international expert consultant will be responsible for providing the national TNA team with the process-related and methodological/technical advisory services needed for developing the TNA and TAP at the country level. The role of the international expert consultant will thus be to undertake activities including support to local stakeholder workshops and consultations and reviews of country-driven technical outputs. Moreover, the International Expert Consultant will work closely with UDP to support national TNA team members, outreach to stakeholders, formation of networks, information acquisition, coordination and communication of work products.

In close collaboration with the National TNA Team and UDP, the international expert consultant will be responsible for, inter-alia:

1. Supporting the organisation of relevant sector consultative stakeholder meetings and workshops.
2. Provision of mitigation relevant input to workshop report(s) on the results of the workshops
3. Provision of technical support and inputs to the country-driven process of identifying and prioritizing mitigation technologies through a participatory process with a broad involvement of relevant stakeholders, including;
4. Identification and link-up with relevant stakeholders and facilitation of the sector working groups to be set-up, and
5. Support to collecting, analysing and synthesising information and data to prepare concept notes (technology fact sheets) for the respective sectors
6. Provide support to country-driven analysis, with the input of stakeholder groups, how the prioritized technologies can be implemented in the country and how implementation circumstances could be improved by addressing the barriers and developing an enabling framework based, inter-alia, on undertaking of local market and other assessments, as may be required;
7. Substantive reviews of the TNA, barrier analysis and TAP reports, with project concept notes and with inputs of stakeholders included.
8. Provide support to the preparation of working papers and other TNA-related documents as may be required to ease the consultative process and harnessing inputs from stakeholders during meetings, workshops, amongst others.

The international expert consultant will be required to use best practices, guidelines, methodologies and technical guidance available through the UDP and other approved sources.

**Specific Tasks**

The following provides an overview of **deliverables** for the international expert consultant, in support of the **tasks** listed in the GCF project proposal

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| --- | --- | --- | --- | --- |
| **Activity** | **Overall Tasks (driven by the National TNA Experts)** | **Deliverables** | **Timeframe** | **Additional remarks** |
| 1.3.1b | **Stakeholder mapping and the establishment of working groups to actively contribute to the Sectoral TNA process**  In close collaboration with local lead expert consultant, UNEP DTU Partnership, and the other local TNA consultants, the international expert consultant covering mitigation will:   * Provide feedback to 4 working group meeting agendas * Attend at least four sets of meetings as outlined in activity 1.3.1b, as outlined in the work plan. | Review the meeting agendas and provide feedback  Participate in 4 meetings (online) | As per work plan | No in-country travel is required (or budgeted) for this task |
| 1.3.1c | **Capacity building workshops**   * Supporting the preparation and completion of the respective capacity building workshops as outlined in the work plan, focussing on the sectoral TNA committee members and stakeholders, respectively. * Participate in the two capacity building workshops for the Stakeholder groups, as outlined in the work plan | Participate in the workshops, preparation of materials, etc. | As per work plan |  |
| 1.3.1d | **Overarching Work plan**  The National TNA Experts will develop a Work Plan for the implementer, the stakeholder working groups and the TNA Committee to implement the Sectoral TNA activities under the present Readiness support | Review overarching work plan and suggest feedback where needed (maximum 2 x rounds of comments) | As per work plan |  |
| 2.2.1a | **Sub-sectors for the Kyrgyz Republic Sectoral TNA**  The objective of this activity is to reach a consensus on the priority sub-sectors in which climate technologies will be identified and prioritized. | Review and suggest feedback to the selected subsectors (maximum 2 x rounds of comments) | As per work plan |  |
| 2.2.1b | **Select appropriate adaptation and mitigation technologies**  The international experts covering mitigation will support the sectoral TNA Committee in conducting a four-day workshop with the stakeholder groups to select the relevant mitigation technologies | Participate in the workshops, preparation of materials, etc.  Review the TNA report, provide substantive feedback as needed | As per work plan |  |
| 2.2.2a | **Analyse barriers that prevent appropriate adaptation and mitigation technologies from being introduced and/or disseminated in the Kyrgyz Republic**  The international experts covering mitigation will support conducting a two-day workshop with the stakeholder groups to select the relevant mitigation technologies | Participate in the workshops, preparation of materials, etc.  Review and provide feedback on the barrier-analysis report (maximum 2 x rounds of comments) | As per work plan |  |
| 2.2.2b | **Develop and validate a Technology Action Plan to introduce and disseminate the selected technologies**  The international experts covering mitigation will participate in the two-day TAP validation workshop prepared by the local consultants. | Participate in the workshops, reflect and suggest changes if needed, plus provide maximum 2 x reviews of the TAP report. | As per work plan |  |
| 2.4.1a | **Elaborate a roadmap**  To facilitate a climate technology market creation roadmap, where stakeholder working groups will elaborate feasible measures to achieve the private sector’s engagement in the four economic sectors targeted through the present TNA work. | Review and suggest feedback to the roadmap (maximum 2 x rounds of comments) |  |  |
| 2.4.1b/c | **Strengthen capacity of private sector stakeholder representatives**  Two Two-day capacity building workshops will be organized for private sector stakeholder representatives and help:   * Raise awareness on business advantages related to utilizing climate technologies versus business-as-usual technologies; * Inform of measures identified under Activity 2.4.2a likely to be adopted by the government of the Kyrgyz Republic; * Train trainers who will be in a position to further spread the knowledge in various localities of the Kyrgyz Republic. | Provide input, as well as feedback to the open access technology portal  Participate in the workshops, reflect and suggest changes if needed | As per work plan |  |
| 4.3.1 | **Develop 3 project Concept Notes**  Development of 3 CNs, that will enable the NDA to request further support from the GCF. | Review and provide feedback on the CNs (maximum 2 x rounds of comments) | As per work plan |  |

**Budget and Payments**

***Staff time***

For the services listed above, the International Expert Consultant will receive a total fee of 18,500 USD for staff time against the deliverables, as specified in the contract.

***Reimbursables***

Costs associated with travel over the course of the project for participation in meetings, workshops and missions, will be covered separately through a budget managed by UDP. Costs are reimbursed upon financial statements including receipts delivered to UDP.

**Contract duration**

The contract duration is expected to be Sept. 2021 - December 2022