**Terms of Reference**

**Initiative for Climate Transparency- Phase 2- India Country Study**

## Background

The Initiative for Climate Action Transparency (ICAT; https://climateactiontransparency.org/) was founded to respond to the critical need to support improved transparency and capacity building under the Paris Agreement. ICAT integrates guidance, capacity building and knowledge sharing to engage countries in the use of a common framework to assess the impacts of their policies and actions and report progress, fostering greater transparency, effectiveness and ambition. Established as a multi-stakeholder partnership, the funders include the Children’s Investment Fund Foundation (CIFF),  ClimateWorks Foundation (CWF),  the German Federal Ministry for the Environment, Nature Conservation, and Nuclear Safety (BMU), and the Italian Ministry for the Environment, Land and Sea (IMELS). UNEP DTU Partnership (UDP) is one of the implementing partners of the ICAT to provide capacity-building activities in developing countries, which includes application of the methodological frameworks developed by ICAT and build institutional capacity in the countries to assess the impacts of their policies and actions to meet their NDCs commitments and bring greater quality, trust and ambition to climate policies.

Monitoring, reporting and verification (MRV) of policies and actions is a key tool for enabling countries to assess the effectiveness of their implementation plans in achieving the NDC goals, the contribution to their sustainable development objectives, as well as, report progress in their NDC implementation to UNFCCC as per the Paris Agreement.  The second Biennial Update Report (BUR) of India indicated the need for capacity building in establishing an integrated MRV system to track policy progress and impact on NDCs. ICAT Phase 1 in India undertook the assessment of the existing monitoring and reporting systems, assessed the gaps concerning reporting on mitigation policies and action, and developed approaches for MRV of selected policies and actions within three selected sectors, viz.; Renewable Energy, Buildings, and Transport. The Energy Resources Institute (TERI) was the implementing partner in India for the ICAT Phase 1 and the reports of Phase 1 can be made available by UDP as well as downloaded from the TERI website.

After a review of ICAT Phase 1 work, ICAT Steering Committee reiterated the approach to the capacity building in partner countries based on their needs and priorities for mitigation and adaptation action transparency. The committee suggested that the focus is placed on supporting countries to prepare for reporting under the Enhanced Transparency Framework of the Paris Agreement, building and enhancing their MRV/transparency systems, tracking progress in NDC implementation and achievement, assessing the impacts of policies and measures on projected emissions and social, economic and other environmental parameters, and compiling information on climate change impacts and adaptation policies. This is reflected in the approach that focuses on deepening engagement with existing ICAT partner countries.

After successful completion of ICAT Phase1 in several developing countries, UDP is currently implementing IACT Phase 2 in seven selected countries, where ICAT engagement is deepened to build on the initial results achieved under phase 1. India is one of the seven Phase 2 countries.

**The Objective of the ICAT Phase 2-India Project**

The objective of the ICAT Phase 2 project in India is to build upon Phase 1 work and provide policymakers and other stakeholders tools and capacity building at the **State level** to credibly evaluate the impact of national and related state policies and actions so that they will be able to effectively report on their progress towards achieving domestic and global climate targets under Paris agreement. This will be carried out by engaging one or two selected states to build the capacity of the relevant stakeholders and develop appropriate MRV systems at selected sectoral levels for specific policies and/actions. Such efforts will also support countries in identifying and designing the most effective and efficient policies that not only reduce GHG emissions but also provide sustainable development benefits.

**Scope of Work and Deliverables**

The project will be implemented within the framework of the Initiative for Climate Action Transparency (ICAT) and as an extension of the ICAT Phase 1 work aimed at strengthening domestic MRV/transparency systems. Phase 2 will build on state-level institutional arrangements by augmenting MRV/transparency capacity in the selected states with a view to enhance their data availability and quality, better support decision-making processes, and facilitate the mobilization of finance as a part of the deepening engagement.

India's Second Biennal Update Report (BUR) states;

*Establishing an integrated domestic MRV system for assessment of GHG mitigation actions is a capacity building need for India. An integrated MRV system requires streamlined data management systems, technical capacity, improved analytical capabilities, and most importantly, active coordination between all stakeholders and the various nodal agencies within the government.*

The ICAT Phase 2 project in India would contribute to this requirement at a state level. The project seeks to develop the capacity for the development of the MRV framework for two selected policies /actions (also referred to as mitigation options or simply options in this TOR) in one or two states. **Based on information collected and stakeholders consultation in Task 1, the MRV framework development and related activities could be taken up for both options in a selected state (preferable), or one option each in two selected states.**

The state-level MRV framework development and capacity building is to be carried out for the following options identified during ICAT Phase 1:

**Renewable Energy (Option 1)**

* Development of MRV Framework and capacity building on the MRV framework for a Solar Park Scheme[[1]](#footnote-1) in a selected state including its GHG and key sustainable development (SD) impacts using ICAT and other related methodologies (where needed), and application of the framework using the field data for the selected scheme.

**Transport- Electric mobility (Option 2)**

* Development of MRV framework and capacity building for a State Level Electric Vehicle Policy/ Programme[[2]](#footnote-2) in a selected state including its GHG and key SD impacts using ICAT and other related methodologies (where needed), and application of the framework using the field data for the selected Policy / Programme.

**Task 1: Inception report**

It includes the following steps;

1. Review of the scoping report containing key results achieved from Phase 1, lessons learnt, and preliminary assessment of capacity building needs. The **scoping** report will be **provided by the UDP**.
2. Prepare a short note on Paris Agreement transparency-related work in the country. This will be useful to identify important stakeholders, learn from the work already done / in progress, and avoid duplication.
3. Prepare a list of key stakeholders and their engagement plan at various steps in the project. The stakeholders should include government as well as non-government stakeholders, including institutions at various levels (central and state level) and indicate the proposed mode of their engagement in each task and option in the plan. For example, engagement could be through participation in Steering / Advisory Committee, working group, focus group, target groups (for capacity building), and modes could be; meetings, interviews, workshop, surveys, webinars etc.

Refer **General Requirements for stakeholders engagement** in this TOR**.** Also refer to ICAT guidance documents for Renewable Energy and Transport, which indicate stakeholders engagement at various stages.

1. Prepare criteria for selection of state/s for the two identified options indicated. Complementarity with the ongoing and upcoming initiatives should also be considered.
2. Finalize **one or two states** for implementation of the **two selected options** (one option in each state, if two states are selected, otherwise both options in one state) in consultation with UDP and relevant key stakeholders. It is preferable to have both options in one state; however, this should be decided based on stakeholders consultations and their interests.
3. Prepare a draft work plan for implementation of the two selected options in the selected state/s.
4. Conduct an **inception workshop** for stakeholders' inputs on the draft work plan.
5. Finalize the work plan based on inputs/consultation with key stakeholders in the state/s.

**Deliverable:**

D1. An inception report containing the following;

* + Scoping report as per Step 1 of Task 1, which will be provided by the UDP after awarding the contract.
	+ A short note on the understanding of the assignment, methodology, and results from various steps in Task 1 including work plan with timelines, a list of proposed stakeholders and institutions planned to be engaged at various stages of work and mode of their engagement etc.
	+ Inception **workshop** report.

### Task 2: Developing MRV frameworks for the identified options, including their GHG and key SD impacts using ICAT and other related methodologies (where needed), in the selected State/s

The task entails assessing the requirements for reporting progress on NDC implementation and developing recommended approaches to MRV of the two identified key mitigation policies / actions (options) using ICAT and other relevant methodologies, where needed.

The task will include the following steps **for each option**:

1. Review of relevant existing and planned programmes and policies in the selected state/s. The assessment will also include a review of the state climate change action plan and the monitoring and reporting approach used for the programmes and policies in the selected state/s.
2. Review of existing methodologies for MRV for the selected options. A first draft based on MRV frameworks at the national level will be provided by UDP, which can be reviewed and supplemented, if needed, by the consultant.

Please also note that methodology for application of SD impacts will be provided by the UDP, and application of the same will be done jointly by UDP and the partner selected to implement the project.  ICAT also have SD methodology and UDP has been working on ICAT and other SD methodologies, that primarily include SD indicators of the policy/action. This helps policymakers to evaluate SD impacts also.

1. Identification of appropriate methodologies and their **data requirements**, and development of MRV approaches to assess GHG and SD impacts of the identified mitigation options. This should be done both for ex-ante and ex-post impacts. Existing ICAT methodologies should be used as a base for developing MRV approaches for the identified options, and supplemented with other methodologies, wherever needed. The selection of a methodology should also consider data availability (including the possibility of generating data in future) and other relevant factors. Stakeholders should be consulted if needed.

The application of MRV approaches so developed should be illustrated with one or two examples.

**Deliverables (A report for each option):**

D 2.1- A report on "MRV Framework for the identified renewable energy option" and,

D2.2- A report on " MRV Framework for the Identified transport sector option".

Each report should cover the following;

* + A review of relevant programmes and policies, including monitoring and reporting approach used for the programmes and policies in the selected state/s and sectors for the option.
	+ A review of existing methodologies for MRV for the option. First drafts for both options will be provided by the UDP, which will be reviewed and supplemented by the consultant if needed.
	+ Recommendations for appropriate MRV approach for the option and its data requirements.

 **Task 3:** **Assessment of existing systems and institutional structures for data handling, processing, and monitoring and reporting for policies and programmes in the selected State/s, and proposed approach with special reference to the selected options (Solar Parks Scheme and State Level EV Policy / Programme)**

National-level monitoring and evaluation systems were mapped in ICAT Phase 1 for renewable energy, energy efficiency and transport sectors. The assessment needs to be extended to the state level for the selected state/s and sectors that the two selected options fall in. This will include data collection and data handling approaches, processes and methods used for assessing the outputs in the selected sectors, and related institutional arrangements, including for monitoring, reporting and evaluation of policies and programmes.

The steps in the task for each option include:

1. Review of existing data collection, processing and archiving systems and developing an approach to obtain the required data/information for the MRV of the identified options in the selected state/s.
2. Review of the existing institutional arrangements for monitoring and reporting systems, and building on existing institutional structure, outlining an approach for an institutional arrangement for coordination and collation of information on GHG impacts, including roles and responsibilities for data collection and reporting.
3. Identification of the usability requirements.

**Deliverables** (A report for each option):

D 3.1- A report on "Existing Systems and Institutional Structures for Data Handling, Processing and Monitoring and Reporting for Policies and Programmesfor the identified renewable energy option" and,

D3.2- A report on "Existing Systems and Institutional Structures for Data Handling, Processing and Monitoring and Reporting for Policies and Programmesfor the Identified transport sector option".

Each report should cover the following;

* An overview of the existing data handling system including mapping of the key actors (institutions) for programmes and policies, proposed approach and usability requirements for the option, in the selected state.

**Task 4. Application of the MRV approaches using field data, and finalization of the reports**

1. Apply the MRV frameworks (D2.1 and D2.2) using the available field data.
2. Organize consultations (in small groups/ meetings/ workshop as appropriate) with key government stakeholders and others to get feedback on the recommendations included in draft reports D2.1, D2.2, D3.1 and D3.2
3. Assess the feedback and finalise the reports.
4. Prepare final report for each option (by combining D2.1 with D3.1; and D2.2 with D3.2), and including results from application of the field data

Deliverable: D4.1 and D4.2 - Final Reports for both options

 D4.3- A short report on key points from consultations

**Task 5 – Stakeholders' consultations, capacity building, dissemination and lessons learnt**

The opportunity for consultation during the finalization of the recommendations developed for MRV approaches (Task 4) will be used to build the capacity of key stakeholders on the use of these approaches. The consultations on the approaches with the key government entities and other stakeholders in the state/s can start after the first draft of the reports from Task 2 and Task 3 are ready for undertaking consultations.

This task will involve the following steps **for each option** in the **selected state/s**:

1. Organise capacity building workshops (one for each option) for operationalization of the MRV frameworks. The training will be on the approaches developed and their application (Task 2- Deliverable D2.1 and D2.2 and Task 3-(Deliverable D3.1 and D3.2)).

2. Identify lessons learnt especially from work at the state level and develop recommendations for the application of the applied methodology in other states.

3. Organise webinars (one for each option) and a final dissemination workshop on key results and lessons learnt.

Note: (a) In case of meetings, workshops, peer to peer exchange and webinars, an ICAT template will be provided to get details of the event, including feedback from participants.

 (b) Physical workshops and meetings are envisaged. However, these can be substituted by online workshops/meetings in case the Corona situation does allow physical workshops.

**Deliverables :**

D5.1- Workshops and webinars reports along with the training material used.

D5.2- A "Lessons learnt report"

**General Requirements for stakeholders engagement**

* The project will require deep engagement with stakeholders at various levels, at the state level in particular. Active stakeholders involvement, including that of relevant policymakers and others through participation in Steering Committee and/ or Advisory Committee, focus group for consultations (as in Task 4), workshop etc. as relevant, is important in the project. A confirmation on the following items should be indicated with evidence, where feasible;
	+ Special effort will be made to engage relevant government representatives from the state(s) covered by the project in approving the design of the project and in the implementation of the project.
	+ A similar effort should be made in inviting a representative from a national ministry to comment on a draft project document and join an advisory committee or relevant stakeholder meetings;
	+ Copies of communication seeking such engagements and any response will be shared with UDP.

The applicant will indicate track record of their involvements at central as well as state levels, and their plans for this project.

* Letters of support for the ICAT activities (this project) from the state governments where the project is planned to be implemented will be a big plus. It should be indicated if this will be arranged.
* Involvement of the applicant in the past with national/sub-national governments in related projects; for example in State Action Plans for Climate Change, that contain the information on GHG emissions, mitigation etc. in the states / or similar work desirable.

**Qualifications**

The team working on this assignment should have multi-disciplinary expertise. The team lead should have demonstrated experience as an economist and public policy expert with experience of working in transport/energy sectors. Experience in working with renewable energy and/or electric mobility and MRV is a plus. Overall, the team should have a combination of renewable energy and transport sectors expertise, including on utility-scale renewable power plants and electric mobility. The combined team expertize should include the following;

* Economics with special reference to energy and transport policies in India (particularly renewable energy and electric mobility in the two sectors)
* Energy/transport modelling
* Renewable energy, including utility-scale solar power plants
* Electric mobility
* Climate change issues including various global agreements such as Paris Agreement, and national communications to UNFCCC
* MRV framework development

**Experience**

* At least 10 years of experience in the energy (including renewable energy) and transport (including electric mobility) sectors in India, including with states
* Ability and experience to engage a variety of stakeholders including governments, the private sector, experts and others
* Experience in capacity building through workshops and other measures
* Experience in initiatives focusing on MRV
* Experience in conducting surveys and working with data
* Proficient analytical and writing skills

**Duration:**

The timeline for finishing the consultancy assignment is 30th November 2022.

**Budget:**

The maximum budget is US$ 180,000.00 (one hundred eighty thousand USD). The contract will be a lump-sum contract and payment will be deliverable-based. The consultant will provide a break-up of expert costs (with experts, their number of days and costs), workshop costs including stakeholder consultations and capacity building workshop costs, travel and misc. costs.

**Working Arrangement:**

The Consultant should be a **firm /institution**. The consultant will work closely with the UNEP DTU Partnership (UDP) and be retained on a contract. The consultant would be required to be available for the timely completion of deliverables throughout the project.

All outputs should be prepared and submitted in the English language to the UNEP DTU Partnership.

1. A Framework for MRV of Solar Parks at national level was developed under ICAT Phase I and is available at https://www.teriin.org/project/initiative-climate-action-transparency-icat-strengthening-national-mrv-systems-options-and [↑](#footnote-ref-1)
2. A Framework for MRV of EVs at national level was developed under ICAT Phase I and is available at https://www.teriin.org/project/initiative-climate-action-transparency-icat-strengthening-national-mrv-systems-options-and [↑](#footnote-ref-2)