

Rio de Janeiro, março de 2025.

Identification

Hiring of consulting services, individual, to analyze and update two Funbio Project Proposals to be aligned with the GCF IRMF models and international guidelines.

Justificativa / Antecedentes

Funbio has been accredited by the Green Climate Fund (GCF) as a Direct Access Entity since 2018. Funbio is one of the largest NGOs in Brazil and, since 1996, has supported more than 411 projects that have benefited at least 305 institutions across the country. Funbio has extensive experience in selecting, evaluating, managing and financing climate change mitigation and adaptation projects. Since 2015, Funbio has also been the only NGO in the southern hemisphere to act as an Implementing Agency for the Global Environment Facility.

Funbio has a monitoring policy that defines the types of monitoring, demonstrates Funbio's general monitoring framework and brings together general guidelines on the processes and tools of the monitoring cycle for project monitoring. This policy was first developed in 2018 and reflected the GCF's accreditation criteria until the approval of the new monitoring system called IRMF (GCF's Integrated Results Management Framework).

In 2024 Funbio approved a Readiness project with the GCF to prepare and support the development of Funbio's capacities related to these guidelines for the set of projects under development. This included adapting to the development of high quality Concept Notes and Proposals in line with the new GCF determinations, as well as checking for gaps in Funbio's policy and procedures for assessing Paradigm Shift and the Enabling Environment.

Thus, Funbio has been developing a Concept Note (NC) and a Funding Proposal (FP) that do not reflect the requirements of the IRMF, and will therefore need to be adapted. These are:

- Project 1: Sustainable Economy and Amazon Protection Program (Amazon Consortium)

Deforestation is the main source of GHG emissions in Brazil, with 95% occurring illegally, predominantly in the Amazon biome. To address common issues, the governors of the nine federal states contained in the Brazilian Amazon have established a sub-national mechanism to cooperate in reducing deforestation and promoting sustainable social and economic inclusion. The Interstate

Consortium for the Sustainable Development of the Legal Amazon is closely aligned with Brazil's NDC; possessing the capacity to address existing local barriers to deforestation, it aims for zero deforestation by 2030. FUNBIO, in collaboration with these nine states, was invited to develop a comprehensive project to improve regional cooperation, monitoring and planning, strengthen law enforcement and fire control, and create an enabling environment for sustainable business for legally registered communities and small landowners.

The project aims to tackle the environmental and social challenges observed in areas of high deforestation, integrating command and control measures, legal and regulatory enforcement and sustainable economic development. It presents an opportunity to enhance sub-national cooperation, especially at the state level, while strengthening the states' overall capacity to apply policies, laws and regulations, reducing dependence on federal institutions. The main objective of the project is to combat deforestation through the direct implementation of command and control efforts and socio-bio-economic initiatives, ensuring actionable governance between the states of the Brazilian Amazon, promoting an integrated and collaborative approach with a focus on sustainability.

The NC for the Sustainable Economy and Amazon Protection Program has already been submitted to the GCF and after several feedbacks it was considered suitable to begin the development phase of the Funding Proposal (FP), i.e. the final project document.

Project 2: Contribution to making the Unified Health System (SUS) resilient to the impacts of climate change (Fiocruz - SUS)

Health is a right guaranteed by the Brazilian Federal Constitution. The Ministry of Health is a body of the Federal Executive Branch responsible for organizing and developing public health plans and policies in Brazil to promote health and well-being for all. Fiocruz is part of the federal structure and its mission is to produce, disseminate and share knowledge and technologies aimed at strengthening and consolidating the Unified Health System (SUS), as well as contributing to the promotion of health and the quality of life of the Brazilian population, the reduction of social inequalities and the national dynamics of innovation, with the defense of the right to health and broad citizenship as its core values.

The SUS offers comprehensive health care with actions and services that include, in addition to medical-hospital care and disease prevention, vaccination and control actions, health surveillance in sanitation, occupational safety and hygiene in establishments and services, pharmaceutical care with the distribution of essential medicines, the definition of standards to ensure greater health protection, among other actions and services.

According to national guidelines, it is important for the SUS to start integrating coordinated efforts for the risks associated with climate change, including mainly existing vulnerabilities and adaptation actions to create or increase response capacity and climate resilience. The aim of the project, therefore, is to contribute informed data to decision-making to build the climate resilience of the SUS, strengthening local transformative actions and instruments that make the health system capable of anticipating, responding, recovering and adapting to the impacts of climate change. The implementation approaches are: integrating climate, socioeconomic and health monitoring systems in order to improve health information systems; strengthening climate resilient leadership, governance

and policy in the health system through continuous training and networking; and strengthening health service delivery policies in the most vulnerable municipalities (covering 21.4 million people).

The NC for Contribution to Making the Unified Health System (SUS) Resilient to the Impacts of Climate Change was also submitted and received feedback from the GCF. In January 2024, a meeting was held with Funbio and the GCF team, including the GCF health specialist, in which we discussed hiring the technical assistance consultant to work on the development of the NC.

Thus, the purpose of this term of reference is to describe the activities and profile of this consultant and the objective of the work is, firstly, to support the adjustment of the NC and the FP so that it is accepted by the GCF and, concomitantly, to develop the capabilities of the Funbio team to understand the demands and processes of this fund, including an assessment of the institution's internal processes regarding Paradigm Shift and the Enabling Environment, and a face-to-face training on the subject for the Funbio team.

Objective of the consultancy

The activities were divided into a number of stages, according to the order of the planned deliverables:

- 1) Review the project's current Concept Note (NC) (Fiocruz - SUS);
- 2) Review the project's Funding Proposal (FP) (Amazon Consortium);
- 3) Assess the gaps in Funbio's policies and procedures regarding Paradigm Shift and the Enabling Environment;
- 4) Training on Paradigm Shift and the Enabling Environment;
- 5) Support the Funbio team to increase our capacity to understand the GCF.

The consultant should hold virtual meetings with the Funbio team, where the aspects of NC and FP will be discussed and how it should be strengthened. Funbio should provide documents and information relevant to the development of the work.

Professional profile and selection procedure

Funbio is looking for a consultant with proven technical capacity and experience in developing proposals for the Green Climate Fund (GCF). Work experience related to project evaluation and monitoring, project proposal, climate change projects, technical review of projects, ESG criteria/safeguards, as well as experience with bi- and multilateral financing mechanisms. The points that will be considered in the selection are:

- Academic
 - Postgraduate and/or Master's degree in Economics, Engineering, International Relations, Biology, Geography or areas related to the management of socio-environmental projects and climate finance.

- Professional Experience:
 - At least 10 years' experience in project development;
 - At least 3 years' experience in developing strategies related to climate change;
 - Experience with multidisciplinary projects related to environmental policies, climate finance or sustainable development;
 - Experience with multilateral mechanisms, especially the GCF;
 - Experience with other GEF and GCF Accredited Entities and/or designated national authorities will be a plus;
 - Experience with proposing adaptation and mitigation measures.
- Technical Knowledge::
 - Excellent verbal and written communication skills, with the ability to draft clear and accessible strategic documents and reports.
 - Fluency in English (oral and written) mandatory

Interested parties should send their CVs specifically for this application, considering the requirements of the position. CVs longer than six pages or in lattes format will not be accepted.

Activities to be carried out:

- Revision of the Funding Proposal for “Project 1: Sustainable Economy and Amazon Protection Program” in accordance with the parameters of the GCF and the IRMF;
- Adaptation of the Concept Note for “Project 2: Contribution to making the Unified Health System (SUS) resilient to the impacts of climate change” in accordance with the parameters of the GCF and IRMF;
- Joint virtual meetings with the Funbio team to align demands and expectations and periodic meetings to monitor product development;
- Assess the gaps in Funbio's policies and procedures regarding Paradigm Shift and the Enabling Environment;
- Conducting a 2-3 day face-to-face training session on Paradigm Shift, the Enabling Environment and the criteria of importance for the GCF.

Products and deadlines

Product 1: Work plan for updating the documents for the two project

Document containing a detailed plan of the activities to be carried out in reviewing the Concept Notes and the final design of the projects.

Product 2: Preliminary version of the Concept Note for Project 2

Second revision of the Project 2 Concept Note, containing feedback on the directions indicated in the first version and carried out by the project team, thus pointing out the items that still need further detailing or revision.

Product 3: Preliminary version of the Project 1 Funding Proposal

Second revision of the Project 1 Funding Proposal containing feedback on the directions indicated in the first version and carried out by the project team, thus pointing out the items that still need more detail or revision.

Product 4: Final version of the Project 2 Concept Note

Final version of the Project 2 Concept Note, with all the demands answered and adapted to the GCF's IRMF for direct application to the fund's system.

Product 5: Final version of Project 1 Funding Proposal

Final version of the Funding Proposal for Project 2, with all demands answered and adapted to the GCF IRMF.

Product 6: Document assessing gaps in policies and procedures

Guidance document assessing the gaps in Funbio's Policies and Procedures regarding Paradigm Shift and the Enabling Environment. In addition to preparing internal training for Funbio on the subject and the changes to be implemented.

Table 1: Products, percentages and deadlines

	Produtos	% of contract value per product delivered	Prazo
1	Work plan	5%	Up to 10 calendar days after signing the contract
2	Preliminary version of the Concept Note for Project 2	20%	Up to 50 calendar days after signing the contract
3	Preliminary version of the Project 1 Funding Proposal	20%	Up to 70 calendar days after signing the contract
4	Final version of the Project 2 Concept Note	20%	Up to 100 calendar days after signing the contract
5	Final version of Project 1 Funding Proposal	20%	Up to 130 calendar days after signing the contract
6	Document assessing gaps in policies and procedures	15%	Up to 180 calendar days after signing the contract

	Total	100%	
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The products delivered will be evaluated by Funbio for approval, at which point payment will be made, always in accordance with the product delivered and the value of the contract, within 10 days of approval of the product. Delivery dates may change depending on the progress of the work.

Form of presentation

All documents must be submitted in docx or xlsx format. Presentations must be in pptx format. Files must be delivered virtually, via e-mail or online hosting services. Files must always be delivered in editable formats in English.

The products (first version of the material and subsequent corrections and adjustments) must be sent by e-mail to the team responsible for monitoring the consultancy, on a date to be agreed between the contractor and the client, in accordance with the deadlines in table 1. The contractor must make the adjustments requested for the product to be approved.

Necessary supplies

The consultant's meetings and material preparation activities may be carried out at any location, in a home office or similar. Face-to-face meetings may be scheduled fifteen (15) days in advance if the consultant is working outside Rio de Janeiro or Brasília. Funbio will be responsible for travel costs.

The costs established for the consultant's face-to-face training at Funbio's offices in Brazil will be borne by the project.

The contractor must have the means to participate, such as internet with sufficient speed for virtual meetings and a personal computer.

Confidentiality

Although the policies of the accredited agencies are public, the results of this consultancy, including notes, interviews, meetings, reports (final or draft) are confidential and may not be distributed without the prior and express authorization of Funbio, including after the end of the contract. Furthermore, the publication of all or part of this material by Funbio and its partners cannot be considered as an implicit authorization to distribute this content.

Prazos

The period for carrying out the work begins on the day the contract between Funbio and the consultant is signed and lasts up to 6 months.

Form of contract and other information



This selection process will follow the procedures for selecting an individual consultant.

The contract will be signed by the Brazilian Biodiversity Fund - Funbio. Any changes to the scope must be approved by Funbio, as contractor, and payments will be linked to the delivery and approval of the products by Funbio.

Payment will be made within 10 (ten) working days of receipt of the product, at Funbio, and of the Term of Receipt and Acceptance (document issued by Funbio, responsible for receipt and acceptance, attesting that the services were provided in accordance with the requested specifications, quantities and stages, if applicable).

Discounts stipulated by law will be deducted when payment is made.

The official exchange rate of the Central Bank of Brazil will be used in the case of bids in currencies other than the Brazilian real.

Supervision

Funbio's GEF/GCF Agency area will be responsible for directly supervising the performance of the services contracted. Regular virtual meetings (at least once a month) to monitor product development should be planned.

Questions about these Terms of Reference

Any questions about these Terms of Reference or related matters should be made in writing to the e-mail address indicated on the Funbio page where the announcement of this selection process was made.