



TERMS OF REFERENCE (TOR)

CONSULTANCY: Researcher and Technical Writer for Landscape analysis and opportunity study on Marine biodiversity and blue carbon ecosystems in the Philippines

1. BACKGROUND

The project with Rare is to complete a landscape analysis on coastal biodiversity in the Philippines, as well as two annexes that include the identification of blue carbon grant ideas for future projects and public policy loan ideas around marine and coastal ecosystems. The project and role of the consultant will contribute to the landscape analysis with research, data collection and technical writing support to the Rare team.

2. SCOPE OF WORK

2.1. Roles and Responsibilities

- 2.1.1. Work with the Innovative Finance (IF) Team and other Rare field staff to provide relevant research and documentation necessary for the completion of the landscape analysis.
- 2.1.2. Formulate brief summaries and overviews of researched materials (national policies, national/local regulations/national plans or strategies/etc.)
- 2.1.3. Write first draft of the General State of Play chapter, and Strategy and Policy chapters
- 2.1.4. Provide writing and research support for Introduction, Knowledge Tools and Resources Chapter
- 2.1.5. Prepare Annex 2: *List of options for a public policy loan on marine biodiversity, coastal ecosystems, blue economy and/or blue carbon for the Philippines government.*
- 2.1.6. Provide research support on Annex 1: *Draft outline of a concept note for the short-term grant opportunity to the AFD Blue Carbon Facility in the Philippines*
- 2.1.7. Design a PowerPoint deck summarizing the Landscape Analysis

2.2. Expected Outputs and Deliverables

The Consultant is expected to deliver the following during the contract period:

LANDSCAPE ANALYSIS REPORT	Data collection and research of the most updated and upcoming policies, regulations, plans, strategies and tools to inform the landscape analysis, particularly to inform the Knowledge & Tools section and Strategy & Policy
	Drafting of the following sections of the landscape analysis: General State of Play (Coastal Ecosystems in the Philippines), Strategy & Policy (Biodiversity, Blue Economy, Mangroves & Seagrasses, Coastal Fisheries, Financial Mechanisms), Ch 2 – 4. based on direction from Rare
	Review and coordinate with Rare on research/data needed to inform the Introduction, Knowledge & Tools, and Closing (Resources) sections. Ch. 1, 3, 5
ANNEXES TO REPORT	Draft Annex 2, consisting of list of early ideas and options for a possible public policy loan on marine biodiversity, coastal ecosystems, blue economy and/or blue carbon for the Philippines government.

	Provide research and data collection support for Annex 1, consisting of a draft outline for a potential concept note for the short-term grant opportunity to the AFD Blue Carbon Facility in the Philippines
POWERPOINT DECK	Design and finalize a PowerPoint deck (no more than 15 slides) on the main points and outcomes of the landscape analysis

3. QUALIFICATIONS

- 3.1. Must have at least five years of active research experience, i.e. in an academic, consulting, or equivalent environment;
- 3.2. Excellent communication skills in both verbal and written English; Proficiency of Tagalog preferred, for research.

4. BUDGET AND SCHEDULE OF PAYMENTS

4.1. Professional Fee

- 4.1.1. The approved budget for this consultancy work is EUR 5,500 (**Php 334,445 based on 28 November 2023 exchange rate**) and is inclusive of appropriate government taxes
- 4.1.2. Processing of payment shall be made upon submission of work outputs and deliverables outlined as follows

Tranches	Deliverables/Outputs	Target Due Dates	Review and Approvals Required
50%	Upon submission and acceptance of: <ul style="list-style-type: none"> Draft Landscape Analysis Report (as outlined in section 2.2 'Expected outputs and deliverables'). 60 – 80 pages max 	9 February 2024	Yes
50%	Upon submission and acceptance of: <ul style="list-style-type: none"> Revised Landscape Analysis Report Annexes of Landscape Analysis Report PowerPoint Deck 	19 April 2024	Yes

5. REPORTING

The consultant will report to Lisa Schindler Murray, Director of Natural Climate Solutions/Blue Carbon who is based in Berlin, Germany. The consultant will be expected to have regular meetings to check progress. The consultant will also regularly meet with Rare staff in the Philippines; Diane Figueroa, Director of Innovative Finance, is the primary point of contact and liaison for all in country meetings. Meetings will primarily be virtual unless otherwise agreed.

6. PERIOD OF CONSULTANCY

Interviews will take place between December 18 – 21 and the successful candidate will be notified on December 22nd. The Consultant shall be officially engaged between January 8 and April 30, 2024. At



the same time, the Consultant has the option to start the work already before January 8, if they wish to do so.

7. LOCATION

Based in the Philippines, ideally. Most work will be remote/ flexible. The consultancy may include meetings with partners for interview/research within the Philippines requiring short domestic travel. Travel costs are not included unless specified and approved in the work plan (see requirements below).

8. APPLICATION REQUIREMENTS

To apply, please send a resume and a high-level work plan no later than **Monday, December 11, 2023, 11:59PM Central European Time** via email to amoreno@rare.org with a subject: “Consultant: Philippines Researcher/Writer Blue Carbon”. The high-level workplan should detail how the scope of work will be addressed in Section 2 of this TOR. We will provide a detailed, expected report outline to the shortlisted candidates. Applications submitted without work plans will not be considered.