TERMS OF REFERENCE
Consultant – Innovative Finance, South America Fire Fund (SAFF)

Organization	Rare, Inc.
Title	Consultant – Innovative Finance, South America Fire Fund (SAFF)
Post Level	International
Project	Financial Innovation - South America Fire Fund
Duty Station	Home-based, ideally in Latin America, with travel to project sites in Brazil and/or Bolivia.
Duration	Around 2.5 months (start date no later than Jan 4, 2027; end date: Mar 19, 2027)
Payment	Fixed sum upon acceptance of deliverables; Fee will be agreed upon following assessment of financial proposal.

About Rare

Rare is an international non-profit organization specializing in social change for people and the environment. For over 40 years, Rare has worked at the intersection of environmental conservation, development, and human behavior through its programs Innovative Finance, Fish Forever, Lands for Life, and Climate Culture as well as the Center for Behavior and the Environment.

Under its Innovative Finance mandate, Rare is developing pathways to provide sustainable finance-based solutions that enable households, microbusinesses, and local governments to access formal financial institutions and services to build more resilient coastal communities. Resiliency may be tapped into through insurance as a vital tool to manage financial risks, such as serious illness, accidents, natural disasters, or income loss due to the death of the household breadwinner.

Assignment overview

Rare seeks an innovative finance professional to lead the day-to-day execution of its Financial Innovation Design Suitability assessment under the South America Fire Fund (SAFF), working in close collaboration with Conservation X Labs (CXL) and Climate Policy Initiative (CPI).

The consultant will be responsible for coordinating Rare's technical contributions, managing the assignment workplan and deliverables, conducting financial and institutional feasibility assessments, and engaging prospective financial and implementation partners. The assignment will determine which private and blended finance instruments merit subsequent design, in which landscapes, with which counterparties, and under what conditions.

The assessment will cover four Landscape Interventions for Fire Transformation (LIFTs): Corumbá, Santarém and Paragominas in Brazil, and Roboré in Bolivia. The consultant will work under the direction of Rare's Director of Innovative Finance for the Americas, with support from Rare's global Innovative Finance team and relevant technical specialists..

Objective and scope of services

Provide practical, traceable evidence and analysis that enable Rare and CXL to recommend suitable instruments for a subsequent design phase, or document why no instrument is yet viable in a territory and what would need to change.

1. **Manage day-to-day project execution and partner coordination**

   Develop and maintain a detailed project workplan, including activities, milestones, deliverables, dependencies and responsibilities. Coordinate Rare's technical contributions with CPI, CXL and relevant internal and external specialists; manage the timely preparation of Rare's contributions to joint deliverables; and proactively identify, escalate and address risks to project execution.

   Maintain a consolidated record of decisions, outstanding actions and stakeholder engagements, and provide regular updates to Rare's project lead. Support the coordination and execution of field missions across the four priority landscapes.

2. **Prepare the assessment framework**

   Review the subgrant scope, SAFF strategy, Financial Innovation annex and available territorial assessments supplied by Rare and CXL. Support the proposed instruments set, feasibility criteria, assumption register, interview guides and workplan.

   The allocation of instrument families will be agreed during inception with Rare, CPI and CXL. Stakeholder engagement and field missions will be coordinated through a shared interview plan and interview log to avoid duplication and ensure comprehensive coverage.

3. **Map stakeholders and financing flows**

   Map implementing partners, public authorities, fire departments and brigades, community and producer organizations, lenders, insurers, guarantors, buyers and potential outcome payers. Document existing mechanisms and funding flows across prevention, preparedness, detection, response and recovery, including providers, volumes, terms, geographic reach and fire-related criteria.

4. **Conduct coordinated stakeholder engagement**

   Organize and conduct interviews, subject to the shared interview plan and introductions facilitated by CXL. Document beneficiary priorities, collective governance, legitimacy, legal and fiduciary capacity, financial inclusion and fund-distribution arrangements. Examine exclusion risks affecting women, youth, Indigenous Peoples, tenants and other relevant groups.

5. **Gather and validate territorial evidence**

   Compile operational costs, financing needs, assets and livelihoods exposed to fire, existing revenue streams and operational capacity. Flag unvalidated costs and gaps that would block subsequent design.

6. Assess financial instrument suitability

Assess the suitability of a diverse range of financial mechanisms and structures that could mobilize, channel and sustain financing for fire prevention, preparedness, response and long-term landscape resilience. Illustrative mechanisms may include outcomes-based financing, lending structures, risk-sharing and guarantee mechanisms, parametric insurance, blended finance structures and other public-private financing arrangements.

The assessment will be instrument-agnostic, taking as its starting point the financing needs, economic drivers, institutional capacities and market conditions within each landscape, rather than presupposing a particular financial solution. The consultant will identify and evaluate opportunities to adapt existing financing mechanisms, develop new financial structures, or combine complementary instruments where supported by territorial evidence. Particular attention should be given to financial viability, scalability, sustainability, incentives for behavioral change and the potential to mobilize additional public, private and philanthropic capital.

7. Test critical assumptions

Test assumptions made for the recommended instruments. For each instrument, assess the following aspects: i) Financial mechanism characteristics, target beneficiaries, and intended fire-related outcomes; ii) Evidence of demand and potential counterparties; iii) Indicative financing volumes, costs, and financial sustainability; iv) Institutional, legal / regulatory (where feasible), and operational feasibility; v) Social and environmental risks. This assessment needs to result in 'Recommend Go', 'Develop Further' or 'Not Ready' ratings with explicit conditions. Promptly flag any territory unlikely to support an instrument in year 1.

Technical analysis and collaboration

1. Support initial parametric insurance feasibility

Assess affected parties and loss exposure, geographic coverage, historical fire and weather data, potential trigger variables, ability to distinguish managed burns from uncontrolled fire, basis risk, possible policyholders and beneficiaries, payout purpose and delivery, premium funding and prospective market appetite. Identify questions requiring specialist technical expertise. Coordinate with any specialist climate risk or parametric insurance technical providers engaged by Rare, facilitate access to relevant stakeholders and territorial data, and integrate specialist findings into the broader financial instrument suitability assessment and recommendations.

2. Prepare territorial findings and recommendations

Draft assigned sections of each LIFT report. Document recommended and rejected instruments, expected beneficiaries and impact, sustainability, risks, outstanding conditions and named prospective partners. Develop indicative design-phase tasks, responsibilities, dependencies, timing, specialist needs and budgets. Develop indicative estimates of potential capital leverage, distinguishing between prospective sources of capital identified through the assessment and those for which counterparty appetite has been tested. Neither should be represented as capital mobilized.

3. **Support portfolio prioritization and next steps**

   Compare readiness across the LIFTS, Prepare light concepts for recommended year 1 instruments and support a roadmap for years 2 and 3.

4. **Maintain records and support reporting**

   Maintain organized evidence files, and data. Provide inputs to the final drafts, respond to consolidated feedback, and hand over editable files. Prepare a power point presentation with the main findings of the project.

Boundaries of the assignment

This is a suitability assessment. It does not include instrument design or launch, capital raising, binding counterparty commitments, insurance pricing, actuarial modeling, regulatory approval or negotiations with insurers. Light concepts describe the starting elements and unresolved questions for later design; they are not final structures or transaction documents. The consultant will not make commitments on behalf of Rare, CXL or communities.

Deliverables and indicative schedule

Rare will confirm the consultant's internal deadlines at contracting, allowing time for review and joint consolidation. If mobilization occurs after a milestone has begun, the inception workplan must identify completed work, remaining contributions and a feasible schedule within the grant term.
The consultant will be responsible for managing Rare's contributions against the contractual project milestones, including allowing sufficient time for internal review, joint consolidation with CPI and submission to CXL. Deliverables must meet the applicable technical requirements and acceptance criteria established in the grant agreement.

No	Output and timing	
1	Inception and framework contributions (exact timing to be confirmed)	Workplan and task allocation; four territorial feasibility matrices; assumption register; consolidated ratings summary.
2	Diligence records and checkpoint inputs (exact timing to be confirmed)	Updated inventory and readiness matrix for each LIFT assessed; findings and open; preliminary findings for instruments based on information available; and follow-up plan.
3	Contributions to four LIFT reports (exact timing to be confirmed)	Contribute to assigned sections for all four LIFTS covering facts, instrument ratings and evidence, counterparty appetite, design preconditions, prospective capital, and indicative design workplans and budgets.
4	Portfolio synthesis and handover (exact timing to be confirmed)	Prioritized instruments and year 1 concepts; years 2 and 3 roadmap; cross-territory findings; completed assumption register; instruments set aside; proposed next-phase responsibilities and budgets; editable evidence package.
5	Coordination and reporting inputs Throughout assignment	Progress inputs, updated records, early risk escalation, baseline tables and responses to consolidated comments.

Management arrangements, period of performance and location

- The consultancy is expected to commence as soon as possible, but no later than January 4, 2027, with technical deliverables to be completed by March 19, 2027, subject to the agreed project workplan.
- The consultant will report to Carlos Arango, Director of Innovative Finance at Rare, and work closely with Rare's global Innovative Finance team, CPI, CXL and relevant technical partners.
- The assignment may be undertaken remotely (ideally from Latin America), with travel required to priority landscapes in Brazil and Bolivia. Regular coordination meetings with Rare and project partners will be required.
- The estimated level of effort, internal deliverable deadlines, travel arrangements and payment schedule will be agreed at contracting.

Qualifications and experience

The following qualifications and experience are required from the Consultant:

- Advanced degree in finance, economics, business, environmental economics, international development or a related field, or equivalent relevant professional experience.
- A minimum of seven years of relevant professional experience, preferably ten or more, in conservation finance, blended finance, structured finance or climate- and nature-related financing.
- Demonstrated experience independently managing complex projects involving multiple institutional partners and delivering high-quality outputs against defined milestones.
- Demonstrated experience assessing financial instruments and engaging financial institutions, public entities, community organizations and private-sector counterparties in Latin America.
- Practical expertise in one or more relevant financial instrument families, particularly outcomes-based financing, credit and guarantee mechanisms, or climate risk finance, with the ability to identify where specialist technical expertise is required.
- Strong financial analysis, feasibility assessment and stakeholder management skills.
- Experience conducting stakeholder interviews, validating costs, organizing evidence and producing clear recommendations and costed implementation roadmaps.
- Excellent written and verbal communication skills, including the ability to synthesize complex technical findings for senior decision-makers.
- Professional proficiency in English required; Portuguese and/or Spanish proficiency strongly preferred.
- Experience working in Brazil or Bolivia, integrated fire management, forest landscapes, or with Indigenous Peoples and local communities is desirable.
- Excellent knowledge of word processing (e.g., MS Word) and presentation (e.g., MS PowerPoint) software.
- Access to the internet and computer equipment to be able to communicate by email and have Zoom calls is essential.
- Ability to work independently with minimal supervision.
- Demonstrated ability to clearly communicate complex information in a user-friendly way, including outstanding skills in writing and editing.
- Ability to commence no later than on January 4, 2027 and undertake field travel as required.

Payment and submission.
The total payment for this consultancy will be made in American dollars (USD) and the fixed fee will be agreed upon following an assessment of the financial proposal; all taxes and expenses related to the contract will be the responsibility of the consultant. Partial payments to the consultant will be authorized upon acceptance of the project deliverables listed in the table in the section 'Deliverables and indicative schedule' above.

Proposed timeline and commitment
The timeline and workplan for this consultancy will be refined upon signature of the contract. The consultant is expected to have a commitment of approximately 40 hours per week throughout the duration of the consultancy.

Application process and deadline

- **Applications must be submitted via email** to Carlos Arango, Director of Innovative Finance at Rare (email: carango@rare.org)**. Applications submitted directly through LinkedIn will not be considered.**
- Applications will be reviewed on a rolling basis, and early submissions are strongly encouraged. The final application deadline is **Sunday, December 13, 2026, at 11:59 pm Eastern Standard Time (EST).**
- Applications must include the following:
  - **CV**, including confirmation of current location, i.e. city and country where the consultant is based**.**
  - **Technical proposal:** Outlining the consultant's proposed approach to carrying out the assignment, as well as a description of previous assignments relevant to this consultancy.
  - **Financial proposal:** Specifying the consultant's **most competitive total consulting fee** for the assignment **in USD;** all taxes and other costs related to the contract will be the responsibility of the consultant. Travel expenses should be excluded, as these will be covered separately by Rare and determined at a later stage.
- All three documents (CV, technical proposal, and financial proposal) must be submitted in PDF format, with the technical proposal additionally provided in Word (.doc) format.