

**APHR Consultancy Notice**

**Researcher for Climate Finance Toolkit**

**A. Project Title**

Climate Finance Toolkit for ASEAN Parliamentarians

**B. Background**

Climate Finance refers to local, national or transnational financing—drawn from public, private, and alternative sources of financing—that seeks to support mitigation and adaptation actions addressing climate change. Based on the NDCs of ASEAN countries, an estimated USD 422.17 billion is needed by the region in the period up until 2030. Of this amount, approximately USD 293.02 billion is needed for mitigation, and approximately USD 129.15 billion is needed for adaptation. This toolkit aims to empower parliamentarians with the knowledge and tools necessary to navigate complex climate finance landscapes, enabling them to drive adaptation and mitigation efforts in the ASEAN region.

**C. Scope of Work**

APHR is looking for a consultant to develop an introductory toolkit for parliamentarians to introduce them to the importance of Climate Finance and empower them to use their mandate inside and outside of parliament to champion for effective climate financing mechanisms and actions to support national, regional, and global adaptation and mitigation efforts.

During the Toolkit development, the consultant is expected to review relevant literature and resources and conduct interviews (if necessary) related to global and regional climate agreements, including the Paris Agreement and region specific agreements, analyzing the financial commitments and relevance. They will explore diverse sources of climate finance, including public, private, and international funding, and gather insights from successful case studies within the region and globally.

The Toolkit will be in English, approximately 12 pages long. The final output will be designed in a visually engaging manner and will be translated into Southeast Asian languages.

**D. Expected Outputs and Deliverables**

Expected Deliverables	Timeline
Inception Meeting : Presentation of the project, sharing of Concept Notes, etc.	<b>15th December 2023</b>
Draft Outline and structure of the Toolkit	<b>8th January 2024</b>
First Draft of the Toolkit	<b>2nd February 2024</b>
APHR Comments to the First Draft of the Toolkit	<b>19th February 2024</b>
Second Draft of the Toolkit	<b>1st March 2024</b> (APHR review - Incorporating final round of comments)
Final Draft of the Toolkit	<b>15th March 2024</b>

#### **E. Institutional Arrangement**

The consultant will liaise closely with the Climate Change and Human Rights Program Coordinator. She will provide the consultant with guidance as well as necessary contacts for interviews and sources for desk research. They will decide with the consultant on the outline and structure of the briefer before he/she starts writing and remain available at all times for support and coordination. The consultant will report to the Programs Coordinator for Climate Change and Human Rights.

#### **F. Duration of Work**

See timeline above. The consultancy will be considered finished once a final briefer has been provided by the consultant and approved by the Programs Director.

#### **G. Duty Station**

Remote.

#### **H. Qualification of the Successful Contractor**

- A strong background in environmental research, sustainable development, and policy analysis.
- Knowledge and previous experience in climate finance.
- Experience in conducting advocacy research including pedagogical toolkits for a wide variety of audience; Proficiency in data collection, analysis, and reporting.
- Excellent writing skills for a wide variety of audience as well as proven past record of drafting high quality research and advocacy outputs for publication.
- Fluency both oral and written in English.

## I. Recommended Presentation of Offer

Applicants may submit the following requirements to [procurement@aseanmp.org](mailto:procurement@aseanmp.org), copy to [savita@aseanmp.org](mailto:savita@aseanmp.org) with subject heading “**ClimateFinance@Researcher**” by **Friday 8 December 2023**:

- Cover letter (1 page max) including why the individual considers him/herself as the most suitable for the assignment, and a methodology, if applicable, on how they will approach and complete the assignment.
- Personal CV indicating all relevant past experience.
- Writing sample of a briefer or report on a similar issue published for advocacy purposes or for a broad and wide audience (avoid academic publications).
- Information of your Proposed Fee amount for the consultancy.

*Please note that only shortlisted candidates will be contacted.*

*APHR is committed to diversity and inclusion within its workforce, and encourages qualified candidates of all genders from all nationalities, religious, and ethnic backgrounds, including persons living with disabilities, to apply.*

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