



## NAP GLOBAL NETWORK - COUNTRY SUPPORT HUB

### TERMS OF REFERENCE

#### Local Consultancy: Development of a National Adaptation Plan (NAP) Framework for Botswana

July 2019 – September 2019

The National Adaptation Plan (NAP) Global Network is a multi-funder initiative that was established in 2014 to enhance climate adaptation planning processes in developing countries through coordination of bilateral support and in-country actors. Participants of the Network come from 120 countries and are primarily adaptation practitioners working on National Adaptation Plan processes.

The NAP Global Network delivers support through a mechanism called the *Country Support Hub*, providing expert advice and short-term technical support on specific issues related to the NAP process or its implementation.

#### Background

Climate change impacts are evident in Botswana's various sectors of the economy and therefore threaten attainment of sustainable development. Thus, Botswana is vulnerable to climate change and the Government of Botswana has taken initial steps to address the climate change. Foundational activities include the development of the national climate change policy (undergoing approval), the National Determine Contribution (NDC), the national climate change strategy and action plan and the preparation of the country's Initial, Second and Third National Communication to the UNFCCC and the Technology Needs Assessment. Despite these efforts, there is still need for the country to conduct comprehensive medium-term and long-term adaptation planning. The NAP process in Botswana is just beginning and will build onto existing adaptation activities. The NAP process is being initiated by sensitizing various sectors and stakeholders on climate change and emphasizing the importance of mainstreaming to national plans.

#### Purpose, objectives and expected outcomes of the consultancy

The purpose of this consultancy is to develop a NAP Framework to guide the country in developing, coordinating, and implementing the various policies, plans, strategies and legislation that will help Botswana to address its medium- and long-term adaptation needs. Specifically, the objectives of the NAP Framework will be to:

- Clarify the country's approach to its NAP process. This will include an articulation of the country's vision of climate change adaptation, its adaptation objectives, the principles that will guide adaptation in Botswana, roles and responsibilities within the national government, and any priority actions to be undertaken. It will also provide a reference point for bringing together various adaptation planning efforts from different sectors and scales of decision-making;
- Align the NAP process with existing policies, strategies and adaptation research; and
- Focus on specific themes that are particularly relevant and/or unique to the country context

The expected result of the project is the development of a NAP Framework document that clearly describes the benefits of the NAP process in the context of Botswana and ensures that it does not contribute to the proliferation of planning processes and related documents.



The development of the NAP framework should not only help Botswana maintain the momentum of its NAP process before it receives funding from the Green Climate Fund (GCF), but also help position the country to maximize the expected benefits coming from the GCF and other bilateral and multilateral funding.

**Activities related to the assignment**

1. Literature review on the status of climate adaptation planning in Botswana (both at the national and subnational levels)
2. Mapping of key stakeholders that should be involved in the NAP process and development of an interview guide.
3. Inception workshop for stakeholders
4. Face-to-face and written consultations with approximately 30 key stakeholders (including with the private sector) to:
  - a. understand the benefits of the NAP process, ensure alignment with existing policies and planning processes and identify key issues in relation to climate adaptation planning in Botswana and
  - b. collect feedback on the first draft of the framework
5. Analysis of the implications for the NAP process
6. Stakeholder workshop to present NAP framework

The potential elements to be considered in the NAP framework are presented in Annex A. Specific attention should be given throughout the process to ensure that the NAP Framework is gender-responsive and addresses other vulnerable groups in the society.

**Deliverables**

The following table describes the anticipated deliverables for the assignment:

Deliverables	Due date
1. Detailed work plan including: Draft detailed outline for the NAP framework including, and based on, key findings from the literature review ( <i>see Annex A</i> ). A reference list of relevant documents available and reviewed should be annexed to the outline	
2. Inception report and workshop	
3. Stakeholders interview guide for semi-structured face-to-face/telephone interviews listing key themes and associated questions and stakeholder interview list	
4. Updated outline for the NAP framework and documentation from key informant interviews (filled interview guide meeting attendance register and if relevant, photos)	
5. First draft of the NAP framework (about 20-25 pages without annexes)	
6. Consolidated feedback received from national consultations (the first draft will be shared with key stakeholders for written feedback over a 2-week period)	
7. Second draft of the NAP framework	
8. Stakeholders validation workshop	



9. Final draft of the NAP framework	
10. Blog post summarizing the process to be posted on the NAP Global Network website	

For all deliverables, the estimated time requirement is 25 days.

### Required qualifications

The required qualifications are:

- Master’s degree in a relevant field
- Demonstrated expertise in climate adaptation
- Experience with policy analysis and the development of reports
- Good knowledge of climate change in Botswana
- Strong research and writing skills
- Fluency in English (spoken and written)

### Reporting

The consultant will report to IISD.

The consultant will work closely in consultation with Botswana’s NAP focal point; the Department of Meteorological Services; and IISD.

### Application Process

To apply for this consultancy, please submit a cover letter, CV, your daily rate and a proof of your daily rate (e.g., copy of a contract of at least 20 days that states a daily rate) to: [info@napglobalnetwork.org](mailto:info@napglobalnetwork.org)

In your application, please clearly demonstrate how you meet the criteria outlined above.

**Application deadline:** July 19, 2019

**Start date:** End of July 2019

**Location:** Gaborone, Botswana



## Annex A: Elements to consider in the framework

The consultant will use relevant literature as a guide including Ghana’s NAP Framework (2017), which was developed by the Government of Ghana with support from the NAP Global Network. The Ghana example will help the consultant to develop the content of the Botswana NAP Framework but should be modified as required to ensure the final document is based on the needs, priorities and specificities of the country.

Elements to consider for inclusion in the framework should include but not limited to:

- Introduction (including the approach used for the development of the framework and how the framework differs from a NAP document – e.g. no prioritization of climate adaptation actions in the medium and long-term)
- Goal of Botswana’s NAP process
- Country’s vision of climate adaptation
- Mandate for Botswana’s NAP
- Approaches underpinning the NAP process
- Guiding principles
- Alignment with a) international frameworks/conventions and the SDGs, b) relevant regional frameworks and c) existing national vision, policies and planning processes
- Key issues/specific themes that are particularly relevant and/or unique to Botswana’s context
- Proposed institutional arrangements for the NAP process (including linking climate adaptation planning at the national and subnational levels)
- Status of the monitoring and evaluation of climate adaptation action, and implications for the NAP process
- Status of financial resource mobilization and implications for the NAP process, proposed financial resource mobilization for NAP process moving forward – next steps and milestones
- References
- Annexes:
  - Proposed structure of the NAP document

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