

Terms of Reference

Final Joint Multilateral Development Bank (MDB) Programming Mission to Support Nepal's Preparation of the Strategic Program for Climate Resilience (SPCR) 9-18 February 2011

I. Background

The Government of Nepal was nominated to participate in the Pilot Program for Climate Resilience (PPCR) and accepted the offer on May 13, 2009. As a pilot country, Nepal will receive support for scaled-up action and transformational change in integrating climate risk and resilience considerations into national development policies and planning while strengthening national capacity. Nepal is in the process of developing its Strategic Program for Climate Resilience (SPCR) using \$225,000 of Phase 1 PPCR funding.

The Asian Development Bank (ADB), International Finance Corporation (IFC) and the World Bank (WB), fielded the first Joint Programming Mission to Nepal from 3-9 September 2009 and the second Joint Programming Mission from 15-21 November 2010. The November joint programming mission resulted in an initial draft SPCR document with (i) draft background and rationale, (ii) broad institutional arrangements for the program, and (iii) initial draft concept notes for four components. At the wrap-up meeting, the Government confirmed interest to pursue a fifth component for protection of climate-endangered wildlife. The five components were documented in a mission Aide Memoire that was confirmed by the Government of Nepal on 8 December 2010.

This mission's terms of reference (TOR) describe the plans for the next joint mission 9-18 February 2011.

II. Mission objectives, outputs and process

The objective of the next mission is to build on the achievements of the November 2010 mission (see November mission Aide Memoire) and work with the Government to finalize the SPCR proposal, ensuring it contains all required elements and is responsive to PPCR funding criteria and guidelines. The mission will consult with a broad range of stakeholders on the SPCR proposal. The expected result is to have the final draft SPCR proposal ready for formal Government approval and subsequent submission to the PPCR Sub-Committee.

The mission will be coordinated by the Ministry of Environment (MoE) and will engage actively all concerned Government ministries and agencies, civil society organizations, the private sector, and development partners. The mission will build on the work achieved during the November 2010 mission by consulting and further developing the SPCR proposal, in particular:

- a) Further developing concept notes for the 5 SPCR components, including implementation arrangements and costing/terms of reference for project preparation grants (if required)
- b) Review and document the linkages of proposed SPCR initiatives with ongoing or planned projects in the Government's and other development partners' investment pipelines
- c) Confirm the implementation modality and resource allocation for SPCR program management, including terms of reference for SPCR secretariat
- d) Determine and document mechanisms for social inclusion (women and other disadvantaged groups) in the SPCR
- e) Prepare the SPCR results framework

The expected outputs from the 2nd Joint Mission may be summarized as follows:

- a) Aide Memoire documenting discussions held and key findings
- b) Complete Draft SPCR Proposal.

The mission program, as agreed with MoE, is Attachment 1.

The list of mission members is Attachment 2.

Pilot Program for Climate Resilience
Final Joint Mission
February 9 – 18, 2011
Shangri-La Hotel
Mission Schedule

Date	Time	Meeting	Venue	Participants	Objective
<i>Wednesday, February 9</i>	9 - 11 am	Kick off Meeting	Sammelan Hall	Broad stakeholders	Launch of final mission
	12 - 4 pm	Consultations – Component 3 (Capacity Development TA)	Sammelan Hall	Relevant stakeholders from Government, DPs, CSOs	Review lessons learned from recent/ongoing TA and confirm activities needed/gaps for new TA
	4 - 5 pm	Results Management of SPCR	Sammelan Hall	Relevant stakeholders from Government, DPs, CSOs	Prepare results management plan for SPCR (entire program), including consultants needed and terms of reference
<i>Thursday, February 10</i>	9 - 5 pm	Consultation – Component 3 (Capacity Development TA)	Sammelan Hall	Relevant stakeholders from Government, DPs, CSOs	Confirm impact / outcome / outputs / activities, consultant packaging and broad terms of reference, and implementation arrangements for proposed new CDTA.
<i>Friday, February 11</i>	9 am - 3 pm	Consultation – Component 5 (Endangered Species)	Sammelan Hall	Relevant stakeholders from Private Sector, Government,	Finalize concept note including implementation arrangements

				DPs, CSOs	
	3 – 5 pm	Discussion on SPCR Proposal Part 1	Sammelan Hall	MOE and other relevant Government officials	Agree on changes to Part 1
<i>Saturday, February 12</i>	Tbd	Mission Team Internal Meetings	ADB/WB office	Mission Team	Update SPCR Part 1 and draft AM
<i>Sunday, February 13</i>	9 am – 12 pm	Consultation – Component 1 (Watershed Management Project)	Sammelan Hall	Relevant stakeholders from Government, DPs, CSOs	Confirm impact / outcome / outputs / activities for proposed investment project
	1 – 5 pm	Working Group for Component 1 Project Preparation Grant	Sammelan Hall	MoFSC, DSCWM, and MOE officials	Develop broad terms of reference and implementation arrangements for project preparation grant
<i>Monday, February 14</i>	9 – 12 pm	Consultation – Component 4 (Private Sector)	Sammelan Hall	Relevant stakeholders from Government, DPs, CSOs	Finalize concept note including implementation arrangements.
	9 am – 3 pm	Consultation – Component 2 (Climate-Related Extreme Events)	Baithak Hall	Relevant stakeholders from Government, DPs, CSOs	Finalize concept note including implementation arrangements.
	4– 5 pm	SPCR Financial Allocations	Tbd	MoE and MoF	Finalize SPCR financial allocations
<i>Tuesday, February 15</i>	9 – 1 pm	Meetings with Component Lead Agencies (as needed)	Tbd	Tbd	Follow-up discussions with lead agencies on components

	2 - 4 pm	Steering Committee and Policy and Advisory Committee briefing	Tbd	Steering committee, Policy and Advisory committee	Hear feedback from Steering Committee and Policy Advisory Committee on proposed SPCR
<i>Wednesday, February 16</i>	All day	Finalizing SPCR and Aide Memoire		Mission Team	Draft aide memoire circulated to focal points from lead agencies and MOE by mid-afternoon
<i>Thursday, February 17</i>	Early afternoon	Pre Wrap-up Meeting		Focal Points from Lead Agencies and MOE	Review draft aide memoire; Circulate final aide memoire by late afternoon
<i>Friday, February 18</i>	2:00 pm	Final Wrap-up meeting, Chaired by Sec, MOF	MOF	Key Government Officials and NCCI	

**Joint Multilateral Development Bank (MDB) Programming to Support Nepal's
Preparation of the Strategic Program for Climate Resilience (SPCR) under the Pilot Program for
Climate Resilience (PPCR)
9-18 February 2011 Mission Terms of Reference
Attachment 2 – Mission Members**

Agency	Expertise	Expected focal areas and contribution
Asian Development Bank*		
	Co Mission Leader: Senior Water Resources Specialist	Coordinate and lead mission activities. Finalize draft SPCR proposal. Liaise with development partners, government and other development agencies. Coordinate mission documentation and reporting. Produce concept notes for components on (i) Watershed and Water Resources and (ii) Capacity Strengthening TA.
	Climate Change Specialist (National Consultant)	Finalize mission preparations in Kathmandu..In consultation with Government and other stakeholders, assist ADB's team leader to prepare proposal for TA components of SPCR. Support international water resources specialist to prepare concept paper for Watershed and Water Resources component.
	Water Resources Specialist (International Consultant)	In consultation with Government and other stakeholders, assist ADB's team leader to prepare concept note for Watershed and Water Resources component.
	Development Communications Specialist and Facilitator	Facilitate review of status and lessons learned of ongoing and past TA assistance for climate change and identification of gaps to be addressed under SPCR TA.
The World Bank		
	Co-Mission Leader: Lead Economist	Coordinate and lead mission activities. Liaise with development partners, government and other development agencies. Coordinate mission documentation and reporting.
	Lead Environment Specialist	In consultation with Government and other stakeholders (co) lead the consultations on component 5 and assist the WB team leader in finalizing the concept note for component 5
	Sr. Agriculture and Rural Development Specialist	Provide mission inputs on component 2 with a focus on the proposed interventions related to climate vulnerabilities in agriculture and rural development.
	Sr. Environmental Specialist	Assist the mission team in finalizing the SPCR documentation and ensuring it conforms with PPCR guidelines and good practice.
	Disaster Risk Management Specialist	In consultation with Government and other stakeholders (co) lead the consultations on component 2 and assist the WB team leader in finalizing the concept note for component 2
	Operations Officer	Liaise with development partners, government and other development agencies; Assist with

		program coordination, mission organization and provide mission inputs on the SPCR and concept notes.
	Environment Specialist	Provide Mission inputs on environmental issues that arise in the discussions and documentation.
	Procurement Specialist	Provide project design input regarding World Bank Procurement processes and procedures.
IFC		
	Co Mission Leader: Investment Officer	Coordinate and lead mission activities. Lead and coordinate preparation and finalization of PPCR Phases 1 & 2. Facilitate the implementation of phases 1&2. Lead in preparing summary of consultations, reports, Aide Memoires and TA paper, BTOR and Project-level concept papers for the PPCR phase 2. Liaise with MDBs, development partners, government and other agencies.
	Regional Business Line Leader	Liaise with development partners, government and other development agencies. Responsible for making major decisions. Ensure overall completeness and quality of PPCR process.
	Country Manager	Contribute to the preparation and implementation of PPCR phase 1 & 2. Work jointly with the mission leaders in coordinating and sustaining engagement with stakeholders.
	Operations Analyst	Jointly coordinate mission activities, especially with respect to the private sector. Assist the team in organizing consultation workshop and preparing summary of consultations, reports, Aide Memoires and TA paper, BTOR and Project-level concept papers for the PPCR phase 2. Liaise with private sector development partners, government and other agencies.
	Environment Specialist	Assist team in preparing and implementing PPCR phases 1 & 2. Assist the team in preparing summary of consultations, reports, Aide Memoires and TA paper, BTOR and Project-level concept papers for the PPCR phase 2
	Local Consultant	Facilitate the Private Sector Thematic Group. Assess the challenges / opportunities and capacity of the private sector within the arena of PPCR and climate change adaptation initiatives in Nepal. Scope out the role of IFC in steering this process through future projects.