Terms of Reference for the Recruitment of Agricultural Economist

“The Biodiversity Finance Initiative – BIOFIN - Rwanda”

<table>
<thead>
<tr>
<th>Application type:</th>
<th>External vacancy</th>
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<tbody>
<tr>
<td>Job Title:</td>
<td>National agricultural economist</td>
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<tr>
<td>Category</td>
<td>Environment and Biodiversity Finance</td>
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<tr>
<td>Duty station</td>
<td>Kigali, Rwanda</td>
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<td>Application Deadline:</td>
<td>17th May</td>
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<tr>
<td>Type of contract:</td>
<td>Individual Contract</td>
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<tr>
<td>Expected starting date:</td>
<td>Immediately after signing of contract</td>
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<tr>
<td>Duration</td>
<td>60 work days during 7 calendar months</td>
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1. Background

This study is being conducted under the auspices of the Biodiversity Finance Initiative (BIOFIN), a global initiative providing support for countries to identify and mobilize the resources and policies required to bridge the gap between the current approach to financing biodiversity and that needed to successfully implement national biodiversity plans and achieve national biodiversity targets. For background information, see BIOFIN’s website: [http://www.biodiversityfinance.net](http://www.biodiversityfinance.net).

In Rwanda, BIOFIN works under the leadership of the Rwanda Environment Management Authority (REMA) of the Ministry of Environment (MOE) in collaboration with the Ministry of Finance and Economic Planning (MINECOFIN) and other key stakeholders, including the civil society and private sector, to analyse the most suitable finance modalities for supporting the protection of biodiversity in the country. Starting in 2017, BIOFIN Rwanda has completed a series of sequential background studies: the Biodiversity Finance Policy and Institutional Review (PIR) and the Biodiversity Expenditure Review (BER). Work is ongoing for the Biodiversity Financial Needs Assessment (FNA) and the Biodiversity Finance Plan (BFP).

One component of the BFP is to identify a number of “finance solutions” that can contribute to expanding the envelope of available funding for biodiversity and conservation. A finance solution consists of specific new or modified policies, regulations, incentives, programs or projects that can increase funding for biodiversity or use available resources more effectively and efficiently.
One of the identified finance solutions is to undertake an assessment of current agricultural subsidies and incentives and their impact on Rwandan ecosystems. In recent years, Rwanda has greatly expanded the use of agricultural subsidies – including the subsidy voucher system for smallholders -- and the role of the private sector in supporting the supply of farm inputs. For example, the government estimated the need for 50,000 tonnes of mineral fertilisers during the two 2017 agricultural seasons to support increased farm productivity and output. At the same time, there is growing recognition that the use of certain kinds of farm inputs can have detrimental impacts on the ecosystems on which agriculture is dependent. The current National Strategy for Transformation (NST1) includes an “Economic Transformation Pillar” in which one of the key objectives is to “sustainably exploit natural resources and protect the environment.”

UNDP Rwanda is looking to recruit a national agricultural economist to assess the current range of agricultural subsidies and incentives that have either positive or negative impacts on Rwanda’s ecosystems and biodiversity, and to recommend options for improving the use of subsidies and incentives with the goal of both supporting sustainable agricultural production while protecting the environment.

2. Objective and scope of work

The agricultural economist will work as a team with an environmental specialist to undertake the analysis of current agricultural subsidies, and incentives. The main objective of the study is to:

Provide an analysis for policy-makers with a clearer understanding of the role – costs and benefits - of agricultural subsidies and incentives in promoting sustainable agricultural production while maintaining Rwanda’s natural capital.

The national consultant is expected to complete the following tasks together with the environmental consultant:

- Undertake a desk review of previous studies and reports on the role and impact of agricultural subsidies and incentives on food production and sustainability in Rwanda;
- Review current policies, regulations, incentives and subsidies affecting agricultural production practices to determine their positive or negative impact on ecosystems and the trade-offs associated with different types of subsidies for agricultural inputs, such as seeds, fertilizers, pesticides, water tariffs, and other inputs;
- Undertake field visits, as necessary, to assess on-the-ground impacts and meet with local-level farmers as well as district-level officials and agricultural specialists;
- Based on the combined analysis:
  - Develop an economic cost-benefit analysis of the 3-4 most damaging subsidies on the environment;
  - Propose options for a tracking tool to determine ongoing environmental impacts of subsidies;
  - Recommend policy and regulatory changes with overall positive benefits for biodiversity while assuring the long-term viability of the agricultural sector and food production.
3. Deliverables

The selected national agriculture expert, working with the national environmental specialist, will provide the following key deliverables:

**Inception Report**, a short report including the consultant team’s proposed methodology and work plan for completing the assignment-- to be delivered within 3 work days, no later than 5 days after start of the assignment.

**Draft Report** to be shared for review and comments by REMA and the BIOFIN team and accepted by the NTAC through a consultation workshop. To be delivered within 43 work days, no later than 2 months from start of the assignment.

**Final Version of Report** based on comments and recommendations from review of draft report, to be validated by NTAC and stakeholders through a final validation workshop. To be delivered within 53 work days, no later than 4 months from start of the assignment.

**Policy Brief** which provides a short summary of final report (3-5 pages) intended for senior policy-makers. To be delivered within 60 work days, no later than 7 months from start of the assignment.

4. Duration of the contract

The assignment is expected to take 60 work days over a period of 7 calendar months (until 31\textsuperscript{st} December 2018).

5. Institutional arrangements

UNDP will contract the individual consultant to undertake the assignment as described in this ToR on behalf of REMA. REMA will supervise and facilitate all logistical requirements for the work, including the provision of office space, facilitating and transport of field visits. Separate DSA will be provided for workshops that take place outside of Kigali, however consultant should include necessary costs for accommodation for field visits in the financial proposal.

The consultant team will directly report to the Lead Expert, BIOFIN Project Officer at REMA and UNDP Country Office, and will receive guidance, as necessary, from the global BIOFIN team and BIOFIN national technical team. All deliverables should be accepted and approved by the national technical team, with the final report cleared by the REMA Director General.

6. Duty station

The assignment is both home based and in Kigali, with possible trips to the field and workshops located outside of Kigali.

7. Required expertise and experience
Education:
Advanced university degree (Masters or higher) in agricultural economics, environmental economics, environmental studies, or a closely related field, or equivalent relevant work experience, specifically with agricultural policy and subsidies/incentives.

Competencies:
- Strong analytical, writing and communication skills;
- Ability to prepare publications, reports and presentations;
- Ability to work with a multidisciplinary and multicultural team;
- Strong motivation and ability to work and deliver under short deadlines;
- Focuses on impact and result for the client and responds positively to critical feedback;
- Able to work independently with little or no supervision;
- Familiarity with Rwanda government strongly desired.

Experience:
- At least 7 years of work experience, preferably in agricultural economics, agricultural policy formulation, natural resource management, and/or ecosystem management, or similar projects and research experience;
- Knowledge of Rwandan agricultural production systems;
- Knowledge of relevant Rwandan government institutions, such as MINAGRI and RAB;
- Experience in collaborating with international and national experts and institutions;
- Sound understanding and application of essential software packages (MS Office);
- Excellent command of spoken and written English required.

8. Payment modality
The consultant will be paid the consultancy fee upon completion of the following deliverables.
- 20% after the submission and acceptance of the Inception Report
- 40% upon submission of the draft report
- 40% upon submission of the revised final report, completion of validation workshop and policy brief

9. Application procedure
Qualified and interested candidates are hereby requested to apply. The application should contain the following:
- Personal CV or P11, indicating education background/professional qualifications, relevant past experience, as well as the contact details (email and telephone number) of the candidate and at least three (3) professional references;
- Brief description of why the individual considers him/herself as the most suitable for the assignment and a methodology on how they will approach and complete the assignment;
• Financial proposal that indicates the all-inclusive fixed total contract price, supported by a breakdown of costs, using template provided by UNDP Rwanda procurement.

10. Evaluation criteria

The consultant will be evaluated against a combination of technical and financial criteria (combined scoring method). Maximum score is 100% out of which technical criteria equals 70% and financial criteria equals 30%. The technical evaluation will include the following:

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<tr>
<th>Criteria</th>
<th>Weight</th>
<th>Max. point</th>
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<tr>
<td>Excellent proposed methodology for accomplishing the assignment</td>
<td>30</td>
<td>30</td>
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<tr>
<td>Advanced university degree (Masters or higher) in agricultural economics, environmental economics, environmental studies, or a closely related field, or equivalent relevant work experience, specifically with agricultural policy and subsidies/incentives.</td>
<td>20</td>
<td>20</td>
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<tr>
<td>At least 7 years of work experience and familiarity with agricultural economics, Rwanda food production, etc., as described above</td>
<td>25</td>
<td>25</td>
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<tr>
<td>Strong analytical, writing and communication skills</td>
<td>10</td>
<td>10</td>
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<td>Proven ability to prepare publications, reports and presentations.</td>
<td>10</td>
<td>10</td>
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<tr>
<td>Excellent command of spoken and written English required</td>
<td>5</td>
<td>5</td>
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<tr>
<td><strong>Total</strong></td>
<td>100%</td>
<td>100</td>
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UNDP is committed to achieving workforce diversity in terms of gender, nationality and culture. Individuals from minority groups, indigenous groups and person with disabilities are encouraged to apply. All applications will be treated with the strictest of confidence.

Prepared by:

Signature: __________________________
Name and Designation: __________________________
Date of Signing: __________________________

Reviewed and Cleared by:

Signature: __________________________
Name and Designation: __________________________
Date of Signing: __________________________

Approved by:

Signature: __________________________
Name and Designation: __________________________
Date of Signing: __________________________