TERMS OF REFERENCE

A dossier on transition pathways towards 100% Renewable Energy in cities and regions

03 February 2020

1. Background

ICLEI – Local Governments for Sustainability is a global network of more than 1,750 local and regional governments committed to sustainable urban development. Active in 100+ countries, we influence sustainability policy and drive local action for low emission, nature-based, equitable, resilient and circular development. Our Members and team of experts work together through peer exchange, partnerships and capacity building to create systemic change for urban sustainability.

The project 100% RENEWABLES CITIES & REGIONS ROADMAP, for Climate Change Mitigation, funded by the International Climate Initiative of the German Ministry of Environment, Nature Conservation and Nuclear Safety (BMU), will support cities and regions in Argentina, Indonesia and Kenya to develop community-wide 100% RE strategies in selected communities with increased awareness and stakeholder engagement. It will support the assessment of local RE potential and project concepts, as well as the development of financeable projects. The project will consolidate methodological tools and resources to support the development of city and region-wide 100% RE strategies and create opportunities for peer-learning.

The project will promote multi-level governance policy dialogue, strengthen capacities and encourage the development of national, regional and local enabling frameworks to unlock the local potential for RE and energy efficiency. It will showcase how local projects and policies contribute to the achievement of national climate and energy targets in Nationally Determined Contributions (NDCs) and other policy objectives such as energy security and job creation, in alignment with the Sustainable Development Goals.

The major targets of the project are decision makers and staff of the cities and regions that have an ambitious and long-term vision of transitioning towards 100%RE. This means driving the uptake of RE in their territories and paving the way to generate and use 100% RE, especially in electricity, heating/cooling, transportation and in all other energy-related administrative operations.

2. Objectives of this ToR

The consultant will address the following:

- Collect, assess and summarize transition pathways towards 100% RE (applicable to cities and regions, but not restricted) created by international organizations (i.e. IRENA, REN21, International Energy Agency) including central strategic and policy recommendations.

- Assess the general applicability of these pathways for cities and regions (1) and specific applicability for deep-dive city/region of the project countries taking into account initial status reports created by ICLEI Regional Offices (ROs) as well as national targets, policies and plans of the project countries. This includes direct communication with ROs and between the relevant RO and ICLEI World Secretariat, as necessary.
3. Scope of work
The service provider will be required to produce the following deliverables:

1. Create one dossier on transition pathways towards 100% RE for cities and regions, collected from a variety of leading international energy organizations, which include a set of central strategic and policy recommendations (end of March, Q1 2020)
   a. Present this dossier in an in-person presentation in Bonn
2. Create one assessment on the applicability of each transition pathway towards 100% RE for cities and regions, taking into account the special context of sub-national entities (end of April, Q2 2020)
3. Create one assessment on the applicability of the transition pathways towards 100% RE for each deep-dive city/region of the project (end of May, Q2 2020)

4. Expertise and Experience for Assignment
ICLEI seeks a senior expert on Renewable Energy, transition pathways and corresponding policies and enabling frameworks with minimum five years of experience on international renewable energy projects.

General skills and essential experience needed for this assignment include:

- Excellent communications skills in English
- University degree in a RE related subject
- At least 10 years of professional experience in the above-mentioned fields;
- Excellent experience of at least 7 years of leading projects in an international organizations in the field of renewable energy
- A good understanding of different pathways for 100% Renewable Energy in cities and local government, shown by a track record of publications on the topic
- Ability to interact with government officials from different country backgrounds

5. Applications submission

5.1 How to participate in the selection process
To apply for this consultancy, please, send us:

- **Detailed Methodology and Work-plan** proposed to implement the activities outline in these Terms of References supported by relevant project references of the applicants, related to this call in one PDF document of up to 10 pages
- **Curriculum Vitae** of maximum 4 pages in a PDF format highlighting the relevant experience of the expert.
- **Financial proposal**, presenting the person-day rate including taxes of expert, the detail of the general costs, including all the legal charges, as well as a proposed payment schedule

Items must be sent in separate attachments. Incomplete proposals (without all the elements listed above) and formats other than those specified will not be considered. Proposals must be sent by 06.03.2020, by 23:59 (GMT) to the e-mail jan-albrecht.harris@iclei.org with the subject 'Selection of expert 100%RE dossier on transition pathways '.
5.2 Selection Methodology

The applications will be evaluated based on the following criteria:

- 25% for the CVs highlighting the relevant experience
- 40% for the Methodology proposed
- 35% for the Financial proposal

6. Finances and Budget

The total available budget for this short term assignment is 4000 Euro.

An invoice should be presented upon conclusion of the work, together with a brief report on the deliverables (invoice.global@iclei.org).