TERMS OF REFERENCE

Technical definitions and concepts for 100%RE

13 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 or 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:

- Support ICLEI with the review of the 100% RE technical definitions and concepts for 100%RE, to be used in the 100% Renewables Cities & Regions Network and the 100% Renewables Cities & Regions Roadmap Project
- Peer review of 12 case studies (2 per 100% RE project country) which will address the transition to 100% RE and illustrate replication potential
- Create an updated “Renewables Myth Debunking” document, integrating previous work by the International Solar Energy Society (ISES), to address typical misconceptions about renewables and 100% Renewable transition
- Globally disseminate all public project results (including a link to the Solutions Gateway where the Solutions and case studies are presented) on a public website addressing an RE target audience

3. Scope of work
The service provider will be required to produce the following deliverables:

1. Finalized framework for technical definitions and concepts for 100%RE most appropriate for the 100% Renewables Cities & Regions Roadmap project (end of March, Q1 2020)
2. 12 finalized case studies relevant on 100% RE targets/roadmap (end of March, Q3 2022)
3. An updated and effective “Renewables Myth Debunking” document (end of April, Q2 2020)
4. Clear record of dissemination of project results (Quarterly till February 2023)

4. Expertise and Experience for Assignment
ICLEI seeks a senior expert on Renewable Energy, transition pathways and corresponding policies and enabling frameworks with minimum eight 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; 5 of which leading projects in an international organization in the field of RE
- Significant experience of at least 5 years of working with local governments in the field of sustainability, especially with regard to RE development and mitigation policy;
- A good understanding of different pathways and corresponding methodologies for 100% Renewable Energy in cities and regions 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.harrs@iclei.org and with the subject 'Selection of expert 100%RE communication and messaging'.

5.2 Selection Methodology

The applications will be evaluated based on the following the 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 4.600 EUR

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