

TOR: Best practice guide on stakeholder mapping

1. Project Background And Objectives

Established in 2008, the Climate Investment Funds (CIF) represent an innovative partnership among national governments, multilateral development banks, international development organizations and agencies, civil society organizations (CSOs), indigenous peoples, and the private sector. To achieve its climate and development objectives, the CIF relies on the active collaboration and constructive involvement of all these stakeholders. The Multilateral Development Banks (MDBs) serve as implementing agencies for the CIF-funded projects. These MDBs include the African Development Bank (AfDB), Asian Development Bank (ADB), European Bank for Reconstruction and Development (EBRD), Inter-American Development Bank (IDB), and World Bank Group (WBG). The CIF underscores that promoting sustainable decisions, and ensuring country-led and country-owned programs is the hallmark of effective development. Furthermore, successful implementation of country programs depends on meaningful stakeholder engagement. In particular the CIF stresses the importance of multi stakeholder participation in the design and implementation of investment plans and strategic programs for climate resilience, including the participation of relevant national and sub-national government agencies, civil society organizations, community and indigenous peoples' organizations, private sector, UN agencies, and bilateral development agencies. An important starting point for effective stakeholder engagement is to undertake careful and objective stakeholder mapping. Mapping helps identify the likely concerns and viewpoints of particular constituencies, their most informed spokespeople, and their existing forums or networks, such as civil society, business or local authority networks, or indigenous peoples' structures.

The overarching objective of the work will be to prepare best practice guide on mapping based on existing practices within the CIF and beyond (covering stakeholder identification, analysis, relationship visualization, and prioritizations).

2. Scope of work and deliverables

The CIF Administrative Unit is seeking a short-term consultant to prepare best practice guide on stakeholder mapping to assist CIF pilot countries. The purpose of the best practice guide is to assist CIF pilot countries to conduct stakeholder mapping to identify priority stakeholders to engage, relevant networks and forums, likely issues that will surface, and the appropriate degree of consultation for the investment plan and country in question. The consultant will examine the lessons and practices of the CIF countries in particular in the design of investment plans and strategic programs for climate resilience. The review is intended to provide baseline information to guide the preparation of the best

guide on stakeholder mapping. It will involve but not be limited to reviewing MDBs' and other similar organizations' guidelines on stakeholder engagement.

The consultant will undertake the following specific tasks:

- i. critically examining the lessons and practices of the CIF countries on stakeholder mapping;
- ii. examining how MDBs conceptualize and carry out stakeholder mapping both at the programmatic and project level;
- iii. identifying lessons and practices on stakeholder engagement at the country level from organizations similar to the CIF;
- iv. identifying the extent in which stakeholder engagement in the CIFs promoted country ownership;
- v. examining what constitute an effective stakeholder mapping in each of the four CIF programs during the development of investment plans and strategic programs for climate resilience;

- vi. identifying priority activities and mechanisms that should be used taking into account the MDBs policies and procedures to ensure effective stakeholder mapping.

3. Deliverables

well written stakeholder mapping best practice guide with detail recommendations.

4. Qualifications

The consultant should have the following qualifications:

- University degree in environmental science, international development, or related field.
- At least three years of relevant professional experience.
- Strong track record in writing impressive stories and case studies. S/he should demonstrate this record by providing sample story-telling outreach material and case studies of her/his own.
- Familiarity with policies, processes and practices related to the MDB's stakeholder engagement policies and practices, as well as other relevant operational policies and processes
- Good knowledge of stakeholder management in particular engaging CSOs and private sector entities.
- Good knowledge of international climate policy and finance streams.
- Strong analytical skills
- Demonstrated skills and experience in collecting/managing information from various sources.
- Excellent command of English. Knowledge of Spanish and/or French will be an advantage.

5. Terms of Contract

The consultant will be hired for a period of up to 90 days, subject to renewal on performance and project development and commencing immediately.

6. Payment

Payment will be made in accordance with World Bank rules and policies.

7. Application

Cover letter and CV should be sent to Renata Lukasiewicz at

r.lukasiewicz@worldbank.org

8. Deadline

February 15th, 2016