

Terms of reference

«Short-term expertise to support the implementation of the AdaptAction program in the North Africa and Middle East region»

Under the programme

**ADAPT
ACTION**

UN PROGRAMME



Cofinancé par
l'Union européenne

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1. PRESENTATION BY THE AFD GROUP

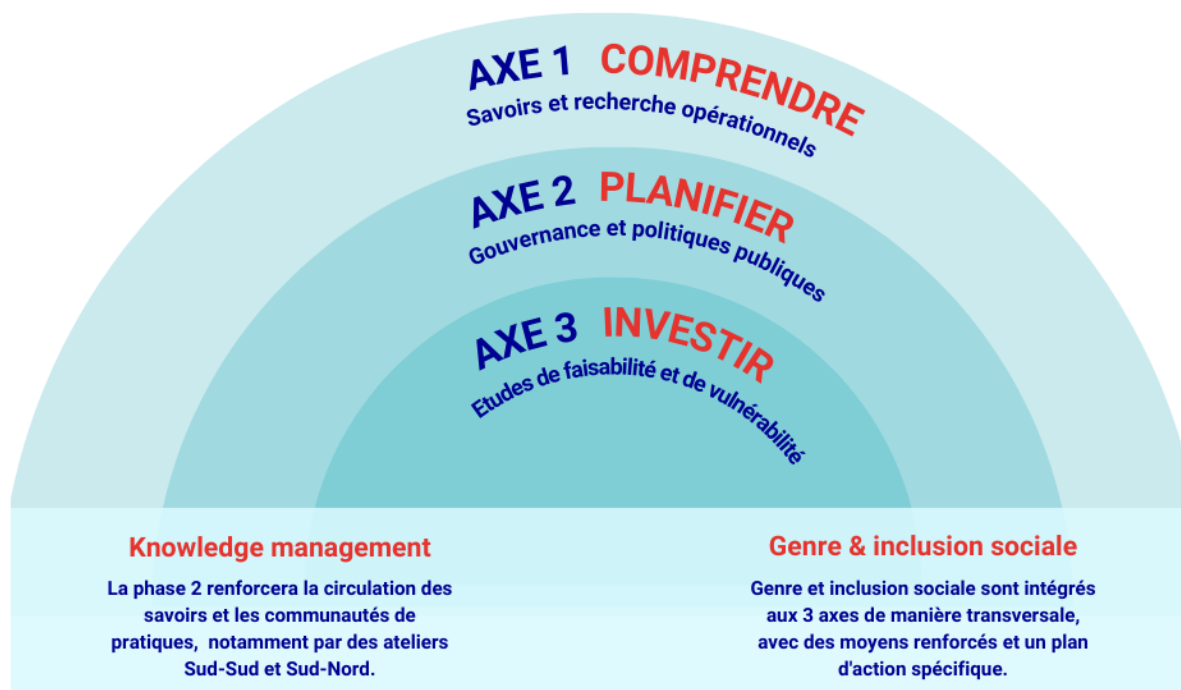
The Agence française de développement (AFD) group is a public institution that finances, supports and accelerates transitions towards a more just and sustainable world. As the French platform for official development assistance and investment in sustainable development, we are building shared solutions with our partners, with and for the people of the South. Our teams are involved in more than 4,200 projects on the ground, in the French Overseas Territories and in more than 150 countries, for the common goods of humanity – climate, biodiversity, peace, gender equality, education and health. We are thus contributing to the commitment of France and the French people to the Sustainable Development Goals, for a world in common.

2. CONTEXT ON ADAPTATION PROGRAM

AdaptAction is a program implemented by the AFD Group, with funding from the French state and the European Union. Since 2017, it has supported partner countries and regional organizations in meeting the challenge of operationalizing the Paris climate agreement by implementing the adaptation dimensions of their Nationally Determined Contributions (NDCs). Program partners are particularly vulnerable to the effects of climate¹change.

Its objective is to strengthen the resilience of populations and ecosystems that are most vulnerable to the impacts of climate change, and the specific objective, That stakeholders in partner countries improve their ability to define and operationalize resilient and inclusive development pathways in their territories.

Phase 2 of the program, started in 2022, is structured around three axes (Understand, Plan, Invest) and two cross-cutting components (Gender and social inclusion, *Knowledge management* and valorization). It is co-financed by the European Union in the countries of North Africa and the Middle East for a period of 3 years (2024-2027), and bears the name AdaptAction ACA-MED (Advancing Climate Adaptation in the Mediterranean) programme.



¹ 19 countries are now partners in the program;

6 in the Mediterranean: Morocco, Tunisia, Egypt, Jordan, Lebanon, Palestine (covered by this service), 13 in Sub-Saharan Africa, the Indian Ocean and South Asia: Senegal, Gambia, Mauritania, Guinea, Togo, Benin, Cameroon, Congo, Democratic Republic of Congo, Comoros, Madagascar, Mauritius, Bangladesh.

3. Objectives of the service

The objective of the service is to strengthen the teams in charge of implementing activities and ensure the finalization of the program within the planned timeframe, while capitalizing on the program's achievements over time.

To do this, the AFD is looking for an expert. and adaptation to climate change, with operational skills in project implementation and the ability to support capitalization and scientific production. This contract is open to independent consultants or consulting firms mobilizing internal expertise. Nevertheless, the AFD draws potential bidders' attention to the fact that, since an important part of the mission consists in drafting terms of reference, it would not be possible for a design office to apply for the resulting call for tenders.

It will be:

- To provide support for the operational implementation of the programme, making it possible to absorb the significant burden over the next 18 months, through support for reviewing deliverables, producing terms of reference in certain cases, and capitalizing on the results of studies;
- Accompany, with the support of the Regional Coordinators for North Africa and the Middle East, the management of the AdaptAction program (Climate and Nature Division – CLN) and the AFD's research division (ECO), the activities of (i) research and (ii) knowledge sharing of the AdaptAction program in the Mediterranean (mainly Morocco, Tunisia, Egypt, Jordan, Lebanon, Palestine and Syria).
- Working, in a transversal way, on the capitalization and accountability of the program, internally, externally and vis-à-vis the funders of the program, as well as the dissemination of its conclusions.

4. STATUS OF PROGRAMME IMPLEMENTATION

Funding for the AdaptAction ACA-MED program was awarded in 2023 and its activities began in 2024.

The program implementation mechanism is carried out under an "AFD Group" format by mobilizing AFD staff and expertise via Expertise France. The organization is as follows:

- Management of the program at AFD's headquarters in Paris, with monitoring by a program manager and an administrative and financial manager.
- Implemented by two coordinators based in AFD agencies, one in Rabat (which covers Morocco, Tunisia and Egypt) and the other in Amman (which covers Jordan, Palestine, Lebanon and newly Syria).

To date, 6 activities are in progress, 7 have been completed and 14 are planned. All activities must be completed by 30 April 2028 to meet the implementation deadline set by the European Union, thus involving launching many activities in parallel.

The programme works in many areas:

- Reuse of treated wastewater (regional topic via a partnership with the NGO Water, Agriculture and Territories and addressed separately in Tunisia and Palestine)
- Agriculture and agroecology (regional topic via a partnership with the Sahara and Sahel

Observatory)

- Climate change, health and social protection (Lebanon, Egypt and Tunisia)
- Water and sanitation (Morocco, Egypt, Lebanon)
- Adaptation-oriented climate governance (Jordan) and structuring access to climate finance (Palestine, Tunisia)
- Forests (Morocco)

The program also supports several partners (Lebanon and Palestine) in mobilizing climate finance, notably through applications to the Green Climate Fund, requiring increased support from the coordinators.

The subject of gender is integrated in a cross-cutting manner into the various sub-projects and is the subject of a specific strategy.

A call for research projects was launched in May 2026, in order to meet the objectives of component 1 which aims to better integrate the experience of decision-makers and practitioners into research and promote the translation of scientific knowledge on climate into public policy. This call for projects focuses on 4 sectors: health and social protection, water resources and agricultural systems, coastal adaptation and climate and conflict. Projects must be selected at the start of the 2026 academic year for a start no later than November 2026.

Finally, knowledge management and capitalization are cross-cutting axes of the programs that aim to disseminate the knowledge produced between partner countries, within AFD and in the international ecosystem. To do this, two partnerships are being signed: with the NGO Water, Sanitation and Territories on the subject of REUT and with the Sahara and Sahel Observatory on agroecology.

The aim is to be able to highlight these contributions through regional publications and/or workshops, particularly in view of major international events to be held in the region (ICID in Marseille, COP31 in Antalya, COP 32 in Ethiopia).

5. PLANNED ACTIVITIES

The contract covers a maximum of 120 HJ spread over a period of 18 months, in the form of beaded expertise, with an estimated 5 to 8 days of work per month, according to an organization to be defined at the start of the project. The mobilization will be done by purchase order, based on the BPU. It is expected that the expertise mobilized will support the implementation of activities along the following lines:

1. Support for the operational implementation of the programme
2. Support for the implementation of the research component
3. Support for the programme's knowledge capitalization and management

1. Support for the operational implementation of the program – maximum 75HJ

He is expected from the expert. e mobilized. support for the program in defining terms of reference and supervising the deliverables submitted, for support within its field of expertise:

- On the basis of a concept note and sector information available or to be gathered (reference reports, interviews with partners and coordinators), drafting terms of reference and integrating the comments received into a final version;
- Contribution to evaluations of offers;
- Review and quality control of deliverables. It is possible that reviews of deliverables for studies

for which the consultant has not drafted the terms of reference are requested (for example, studies already launched), depending on the selected profile;

- Contribute to the monitoring and evaluation of the program by identifying in the available deliverables the data allowing to update the logical framework.

The indicative list of priority terms of reference at this stage is as follows:

- Syria, feasibility study and/or technical assistance in the agriculture or water sector
- Jordan, Technical Assistance to support the launch of a development policy loan on climate-responsive and green investment
- Lebanon, Study to assess and build capacities of local authorities to empower communities and students to lead community-based climate and environmental action
- Egypt, assessment and strategic master plan for the Nile pumping stations
- Tunisia, support for a feasibility study (agriculture, subject to be identified)

This list is likely to evolve according to the profile of the person mobilized and the evolution of requests from partner countries.

The volume of man-days for writing a set of terms of reference will be between 5 and 10 HJ.

2. Support to the implementation of the research component – maximum of 20HJ

This component is implemented jointly by the AdaptAction program and the AFD research team, through an open call for projects for the entire region, on the themes identified in the introduction. It is expected that the person mobilized can contribute to monitoring the implementation of this component, via:

- The contribution to the evaluation of a maximum of 5 research projects (maximum selection 3) based on the pre-selection made by the ECO and CLN divisions;
- The secretariat of the scientific committee bringing together people from AFD's climate and research divisions (CLN) as well as external researchers, to which the technical and personnel divisions of the agencies in the countries can be associated if necessary: It is expected to prepare and lead meetings, draft CRs, etc.;
- Support for steering research studies: participation in meetings, review of deliverables. It is notably expected that the mobilized consultant will be able to identify a critical supervision of the proposed methodologies and identified results, with the aim of producing research work that can be operationalized in the field in the short term;
- Promotion of scientific productions and mediation, through research events (roundtables/webinars/seminars) and peer-reviewed publications in the AFD collections.

3. Support for the program's knowledge capitalization and management – maximum 25H/day

The expert is expected to contribute to the program's capitalization through the following tasks:

- Monitoring and identification, on project-related topics, of regional events where the results of the program could be enhanced through *side events* or interventions (following the ICID model in October 2026) or other spaces for the enhancement of product elements. A summary of upcoming events where participation would be relevant is expected.
- Identification, in collaboration with the regional coordinators and the head of the AdaptAction

program, of 4 priority events to organize or contribute to (country conferences, links with embassies, etc.).

- Review of the capitalization deliverables produced in the various supports of the program and identification of points of general interest
- Proposal and production of 4 to 6 publications by the end of the program (04/2028): targeted themes, enhanced content, etc. These publications should also be produced in line with axis 1 and the partnerships signed by the program. It is envisaged that the person involved will be able to manage the publications (proofreading, monitoring deadlines, quality control) carried out by the partners (at least 3 are planned), and propose and draft 2 other publications based on the work of the program. These publications will be disseminated within the AFD teams, particularly in the climate division, as well as externally.

6. PROFILE

Qualifications

- Master's degree (or equivalent) in environment, geography, development economics, engineering, political science, international relations or other related fields;
- Minimum experience of 7 years, including 4 relevant years on climate change adaptation;
- Proven experience in resilience and adaptation to the effects of climate change: support for the definition and implementation of public policies, project management or advice in the definition and implementation of projects aimed at adapting to climate change;
- Solid knowledge of the Mediterranean context and experience(s) in one or more targeted countries (Jordan, Palestine, Lebanon, Egypt, Tunisia, Morocco, Syria);
- Good knowledge of the mechanisms for implementing the Paris agreement;
- Desired experiences:
 - experience working with development programs or international donors
 - Experience in monitoring and promoting scientific or technical productions and the link with operational projects, or even scientific mediation; and/or
 - Experience in capitalizing and disseminating information;
- Perfect command of both French and English is mandatory, mastering Arabic would be a real asset.

Contract Type: Service Agreement with BPU

Location: Remotely. A presence in Paris, Rabat and/or Amman would facilitate exchanges with the AdaptAction program team but is not a selection criterion.

Occasional trips to countries in the North Africa-Middle East region are possible and will, if necessary, be reimbursed on the basis of supporting documents.

Schedule: Start at the end of August 2026 for a maximum duration of 18 months, with a beaded mobilization.

7. RESPONSE TERMS

AFD invites candidates to submit a technical and financial offer, consisting of the following elements:

- A methodological proposal of up to 5 pages highlighting the alignment of their experience with the activities of the service, a proposed methodology to be implemented for the activities. Where appropriate, it is recommended to attach relevant publications or reports as part of this consultation, specifying the role played in the production.
- A CV of no more than 3 pages
- A financial proposal by completing the attached BPU