

TOR FOR CLIMATE FINANCE EXPERT AT THE IDFC FACILITY

I. ABOUT THE INTERNATIONAL DEVELOPMENT FINANCE CLUB (IDFC)

Established in 2011, IDFC is the leading group of 27 national and regional development banks worldwide, primarily from developing countries emerging economies. The IDFC is today the world's largest provider of public finance for development and climate, with cumulative assets of US\$4 trillion and annual commitments of over US\$800 billion, including US\$180 billion in climate finance and US\$ 18 billion in biodiversity. IDFC members are united and work together to achieve the Sustainable Development Goals (SDGs) and the commitments of the Paris Climate Agreement. IDFC members have the unique function of supporting national policies while transferring international priorities to their own constituencies. IDFC's work has highlighted the important and growing role that national development banks play in the international development finance architecture, thanks to their local roots and legitimacy on the ground.

The IDFC Secretariat is provided by the Public Banks Division (BPD) division within the International Partnerships Mobilization Department (MPC). The Secretariat is responsible for the overall coordination of the Club's activities, in conjunction with the General Management and the other AFD departments involved in the various projects carried out with its members.

II. ABOUT THE IDFC FACILITY

The IDFC Facility was established in 2019, conceived as the operational arm of the Club to support IDFC members in their institutional and operational transformation in line with the objectives of international climate agreements and, since 2023, biodiversity goals. Designed as a pilot mechanism "by PDBs and for PDBs," the Facility mobilizes both internal and external expertise, as well as peer learning, to deliver targeted capacity building through the development of tools, training, technical assistance, and strategic support - aimed both at accelerating upstream transformations and increasing the quality and volume of climate finance mobilized.

The IDFC Facility and its Coordination Unit (CU) are hosted, like the Club, by the French Development Agency (AFD), within the PDB division of the International Partnerships Mobilization Department (MPC), and operate under AFD's procedures and tools. The Unit is composed of secondees from IDFC member institutions (including one from AFD) and in-house consultants.

Established for an initial four-year pilot phase (2019–2023) with a starting budget of €5.54 million from voluntary member contributions (€5 million from AFD; USD 650,000 from CAF), the Facility has implemented around thirty programs and activities across its four workstreams (knowledge production and sharing; capacity building; access to international finance; joint business opportunities). It has organized more than 200 events at major international fora (COP, FiCS), and trained over 160 staff from public development banks on topics ranging from carbon accounting to nature-based finance. It has also supported the development of tools and strategic frameworks aligned with international climate conventions and facilitated member accreditation to the Green

Climate Fund (GCF), bringing the share of accredited IDFC members to 70%. During this pilot phase, the Facility also demonstrated strong leverage, mobilizing over €21 million in grant funding through delegated funds to support thematic programs providing pooled technical assistance to members with shared priorities.

The renewal of the IDFC Climate & Biodiversity Facility for a second five-year operational cycle (2026–2030) was approved at the Club’s Annual Meeting on October 10, 2025. This new phase will institutionalize the Facility’s governance and offerings to enhance its effectiveness and impact through more targeted support and optimise of its role as an accelerator and catalyst in mobilising international finance and co-financing opportunities in order to position its members at the forefront of climate and biodiversity finance, centred around 3 pillars of intervention: capacity development and peer learning; on-demand catalytic technical assistance; and the design and scaling up of joint thematic programmes.

It will also aim to better balance activities and funding allocation across climate mitigation, adaptation, and biodiversity, while providing more tailored support to reflect the diversity of members’ needs and operating contexts, and leveraging the collective strength of the Club.

III. SCOPE OF WORK

The Consultant will lead the implementation of the IDFC Facility’s climate-related work programme across the Facility’s three intervention pillars, while contributing to the development of activities, technical partnerships, and funding opportunities, under the supervision of the Director of the IDFC Facility and in close coordination with the Secretariat and the IDFC Climate Working Groups composed of experts from IDFC members

1) *Supervision of IDFC Capacity Building & Peer Learning in Climate Finance (20%)*

The Consultant will oversee the implementation and coordination of the IDFC Facility’s climate finance capacity-building and peer-learning activities, including the planning, syllabus development, and operational delivery of the capacity development programme, including the management of training providers and coordination with knowledge partners. This covers in particular the delivery of the Facility’s annual hybrid training programme, comprising one five-day in-person training co-hosted annually with an IDFC member institution, as well as a series of year-round thematic webinars, technical workshops, and peer-learning sessions based on members’ priorities and emerging needs, in coordination with the IDFC Climate Working Group, including, but not limited to, activities to support members’ climate mitigation and adaptation finance tracking and reporting practices in line with the IDFC-MDB Common Principles.

Together with the Facility’s Biodiversity Expert, the Consultant will also lead the structuring of a continuous offer for staff skills development across IDFC members through the continuous monitoring of relevant third-party training opportunities to which the IDFC Facility could facilitate access, the development of structured peer-learning approaches (e.g., mentoring programmes), and the consolidation of a catalogue of training offers ranging from introductory learning opportunities (e.g., MOOCs and workshops) to advanced professional and certification programmes aimed at

strengthening the continuous capacity development of climate teams across IDFC members.

2) Coordination of upstream technical and institutional support to IDFC members & PDBs to accelerate alignment with the Paris Agreement and strengthen climate mitigation and adaptation portfolios (20%)

In line with the new mandate of Facility approved by the IDFC Sherpas Meeting in February 2026, aiming to provide more tailored technical and institutional support to International Development Finance Club members, the Consultant will coordinate on-demand climate-related technical assistance (TA) requests submitted through dedicated calls for proposals and support windows. This includes facilitating the application process; coordinating the review, validation, and approval procedures for TA requests; managing the identification and procurement of consultants, where required; and overseeing implementation to ensure the quality, consistency, and strategic relevance of the support delivered.

This component may also involve coordination with other TA providers and support programmes, including initiatives under the Finance in Common umbrella and the NDC Partnership, in order to: (i) strengthen the mapping and visibility of technical assistance opportunities available to PDBs for climate mitigation and adaptation action; (ii) consolidate a curated pool of consultants across regions and areas of technical expertise; and (iii) enhance complementarities among support providers, including by redirecting requests falling outside the scope of the Facility toward more suitable TA partners or programmes.

3) Development of new core activities and scale-up of earmarked thematic programmes (25%)

Under its first operational phase, two such programmes were developed under the climate portfolio, including one focused on urban climate infrastructure (NUCA/NDBs Urban Climate Action, already operational), and another currently in a pilot phase on sustainable energy, still directly operated by the IDFC Facility (PEPSE/Programme for Empowering PDBs in Sustainable Energy), aimed to support up to four IDFC members in strengthening their institutional frameworks and internal capacities to source and develop project pipelines aligned with national mitigation and decarbonisation strategies. A third programme focused on carbon markets is currently under development at the concept stage.

The Consultant will be responsible for identifying opportunities to develop, structure, operationalise, and/or scale up thematic programmes, while providing expert advisory support to ensure alignment with PDBs' needs and priorities. This includes structuring workstreams, activities, implementation modalities, delivery mechanisms, donor proposals, and logical frameworks, as well as leveraging best practices from across the PDB ecosystem, including through South-South cooperation and peer exchange. The Consultant may also support coordination with external funding partners, technical institutions, and implementing entities to strengthen programme coherence, visibility, and long-term sustainability.

For programmes that remain at pilot stage and where the Facility acts as the primary implementing entity, the Consultant will also be responsible for delegated fund

management, consultant procurement, stakeholder coordination, and reporting to funding partners.

4) Supporting participation in international events (15%)

In line with the International Development Finance Club State of Ambition and global advocacy work, and in close coordination with the IDFC Secretariat, the Consultant will also contribute to the preparation and coordination of side events, high-level dialogues, and strategic meetings during major international forums and conventions, in particular the United Nations Climate Change Conference, the Bonn Climate Change Conferences, and the next Finance in Common Summit 2027.

This may include, inter alia, supporting the identification of strategic themes and institutional positioning opportunities for IDFC members; coordinating the development of concept notes, agendas, speaking points, background materials, and visibility products; facilitating engagement with external partners, speakers, and co-organisers; supporting logistical coordination and stakeholder outreach; preparing technical inputs and contributing to the dissemination and capitalisation of outcomes and key messages.

5) General coordination and operational management (20%)

To ensure smooth coordination, sound operational management, transparent monitoring of the Facility's climate-related activities, and strong consistency and complementarity with other initiatives across the International Development Finance Club ecosystem, the Consultant will be expected throughout the assignment to carry out the following cross-cutting tasks:

- providing technical inputs and regularly engaging with the IDFC Climate Working Group and the Secretariat to inform climate strategies, institutional positioning, and their translation into operational support for members;
 - developing annual work programme of activities and related budget;
 - maintaining regular engagement with individual IDFC members and updating monitoring and reporting dashboards to track members' progress, identify challenges and opportunities, and assess related institutional and technical support needs;
 - preparing and presenting strategic, monitoring, accounting, and consolidation documents related to the Facility's climate activities for the IDFC Facility Advisory Board and IDFC governance bodies during relevant meetings, including Sherpa Meetings and Annual Meetings;
 - establishing and monitoring service contracts, consultancies, and expert assignments required under the climate and biodiversity workstreams, including the identification of needs, drafting of terms of reference, assessment of proposals, and liaison with DAG for contracting, monitoring, and payment processing; and
- supporting communication and visibility efforts to strengthen the outreach, visibility, and strategic positioning of the IDFC Facility's climate and biodiversity finance activities, initiatives, and events. Providing support for the mobilisation of financial and technical resources, both within and outside IDFC, with the objective of securing the Facility 2.0 replenishment target by 2030. The service provider will remain available to the IDFC Secretariat, the IDFC Facility, and the Climate Working Group to support additional tasks,

strategic initiatives, or ad hoc requests as required, within the limits of the payable working days allocated under the contract.

IV. EXPECTED METHODOLOGY

As a first deliverable upon the Contract entering into force, the Consultant will propose a detailed one-year activity roadmap, specifying the expected timeframe and methodology for implementing the aforementioned activities.

V. DELIVERABLES VALIDATION PROCESS

Upon receipt of each deliverable, AFD will have 10 working days to validate or not. If AFD wishes to amend the deliverable, it will communicate its comments on these deliverables to the Service Provider no later than 7 working days after receipt. The Service Provider will have 7 working days to take these comments into account and propose a new version of the deliverable. This process may be renewed until AFD is satisfied with the deliverable.

The deliverable will only be validated by decision of AFD. The deliverable will be validated by the mission manager, after presentation to the project management bodies.

VI. EXPECTED SKILLS

A general competence in development economics and/or politics studies and/or green finance is sought (university level or equivalent). A profile with a minimum of 8 years of professional experience is required. Prior experience in program coordination/management from international donors would be appreciated; knowledge of climate mitigation and adaptation issues, is an important plus.

VII. CONTRACT CONDITIONS

- The contract may be performed fully remotely throughout its duration, with at least bi-monthly presence at the office of the IDFC Facility Coordination Unit hosted at AFD headquarters in Paris, and occasional travel as required to fulfil the assignments and deliverables outlined above.
- The contract will span 24 months (2 periods of 12 months), with an estimation of 352 billable working days.
- A budget of €20,000 for mission expenses (primarily international travel) must be included in the service provider's proposal and will be reimbursed upon presentation of supporting documents. Mission orders will be initiated upon request by AFD.
- It is desirable that the services be performed, to the greatest extent possible, by the same individual throughout the duration of the contract. The tenderer shall identify in its tender the person proposed to perform the services.
- Only the curriculum vitae (CV) of the proposed person shall be submitted as part of the tender.
- The use of a portage salarial arrangement is permitted, provided that all applicable laws and regulations are complied with..