



REPUBLIC OF VANUATU
DEPARTMENT OF CLIMATE CHANGE
Ministry of Climate Change and Natural Disasters
Private Mail Bag 9054, Port Vila
Telephone: (678) 22160; Email: docc@vanuatu.gov.vu;



All correspondents directed to the Director

Terms of Reference

Local Consultant – Development of Detailed L&D Fund Design Report

Activity 2.3: Development of the Detailed Loss and Damage (L&D) Fund Design Report.

This person will be responsible for the Development of the Detailed Loss and Damage (L&D) Fund Design Report for the Loss and Damage Fund for Vanuatu and will work closely with the project team and the LDWG.

Project Title: Vanuatu Loss and Damage Fund Development Project

Location: Port Vila, Vanuatu

Duration: 85 Days

Start Date: 27/03/2026

Reporting to: Project Manager, Department of Climate Change (DoCC), Ministry of Climate Change (MoCC), Government of Vanuatu

Funding Support from: Ministry of Foreign Affairs and Trade (MFAT), Government of New Zealand

Background

Although it contributes just 0.0016% of global greenhouse gas (GHG) emissions, Vanuatu is already experiencing the devastating effects of climate change manifested as Loss and Damage (L&D). Vanuatu suffers irrecoverable L&D from climate change events on an annual basis, both through extreme and slow-onset events. Highly exposed to damaging cyclones, such events have led to financial losses in the billions of US Dollars. Single events can result in catastrophic and sustained impacts, for example, Cyclone Pam (2015), Cyclone Harold (2020), and Cyclones Kevin and Judy (2023) each led to losses of more than 500 million USD, which equates to more than 60% of the nation's GDP. Slow-onset events such as sea level rise, ocean acidification, and salinisation of productive land are leading to further losses. These include non-economic losses and damages (NELD) such as the irretrievable loss of culture, indigenous language and identity, human rights, health and wellbeing, biodiversity, and ecosystems.

The challenge for Vanuatu, like many highly vulnerable Small Island Developing States (SIDS), is that the international recognition of L&D rapidly needs to turn into meaningful investments on the ground; talk needs to turn into action. Establishing a financial mechanism that can attract and manage L&D finance and disperse it to those most in need can play a critical role in facilitating practical projects which address L&D. Such a mechanism requires sound governance, robust systems and processes (including financial management) reinforced by enhanced capacity, increased awareness of L&D, and effective Monitoring, Evaluation, Reporting and Learning (MERL).

The Government of New Zealand has committed NZD 4 million to support the “**Vanuatu Loss and Damage Fund Development Project**” to enable Vanuatu to become ‘*investment ready*’ to most effectively absorb international L&D funding arrangements into national systems, and then programme and disperse finance in bottom-up and locally appropriate modalities. The MFAT funding will be used to design an L&D Fund Mechanism and enhance capacity, but will also provide seed funding to get projects started and thus attract further investment.

Establishing a National L&D Fund Mechanism, L&D can be addressed in locally appropriate ways; an agile and responsive financial mechanism would provide easy access to communities and institutions. The Fund will be situated within a broader national climate finance architecture, and the project will help the Government of Vanuatu to work towards a more integrated approach to community-level climate change responses. The Fund can also facilitate effective learning and the rapid scale-up of effective strategies.

About the Role

Under the leadership of the L&D Fund Project Manager, the consultant will play a key facilitating and technical support role in Development of the Loss and Damage (L&D) Fund Design Report by implementing Activity 2.3: Development of a detailed L&D Fund Design Report of the project.

The consultant will contribute local knowledge, ensure alignment with national systems, and support stakeholder engagement across all levels of government. The consultant will work closely with the project team, climate finance working group of NAB, and the L&D Technical Working Group to ensure the L&D Fund is contextually appropriate, legally sound, and operationally feasible.

Scope of Services

- Review and synthesis
 - Review outputs from project activities 1.1, 1.2, and 2.1 including institutional mapping, policy assessment, and financial mechanism analyses.
 - Review the decision by the Government of Vanuatu selecting the preferred design of the Vanuatu Loss & Damage Funding Mechanism, including comments and recommendations
 - Define objectives aligned with National L&D definitions.

- Desktop review of other national and international Funding Mechanism Design Documents, Governing Instruments, and Operations Manuals.
- Synthesize a draft Governing Instrument for the new Mechanism, which should contain, at a minimum.
- Identify geographic coverage and phased rollout.
- Identify priority sectors and beneficiary groups, communities, individuals and institutions.
- Align with national climate priorities and existing evidence.
- Governance Structure and Legal Status
 - Propose governance framework and board structure for the Vanuatu Loss and Damage Fund (LDF). Propose governance and institutional structures, including boards or oversight bodies, management entities, and stakeholder engagement mechanisms.
 - Define the roles and responsibilities of government agencies, development partners, and non-state actors.
 - Assess alignment with current climate finance and disaster funds and/or mechanism (NGEF, ETF, ERF).
 - Recommend legal status options.
- Financial Instruments and Disbursement Modalities
 - Design financial instruments and disbursement mechanisms including:
 - Grants.
 - Cash transfers (aligned to existing cash transfer processes underway in Vanuatu).
 - insurance premium payments (but not the development of insurance products).
 - De-risking capital (e.g., equity guarantees).
 - Blended finance (e.g., energy and L&D)
 - Community Savings Group (e.g., Learn to Serve Vanuatu saving modality).
 - Other innovative modalities.
 - Propose phased implementation.
 - Ensure consistency with existing national institutional frameworks for climate finance.
 - Identify the Fund's target beneficiaries, eligibility criteria.
- Gender Equity, Disability and Social Inclusion (GEDSI)
 - Integrate GEDSI across governance, systems, and access.
 - Align with Activities 3.6, 3.7 and CFF-CSP.
- Risk Management and Safeguards
 - Identify financial, environmental, social and governance risks.
 - Propose mitigation and safeguards.
- Policy Alignment and International Context
 - Align with national climate and disaster risk policies.
 - Ensure readiness for alignment with the Fund for Responding to Loss and Damage (FRLD).

- Investment Strategy
 - Propose investment mix to inform Business Plan (Activity 2.4).
- Scaling Up and Replication
 - Develop phased expansion strategy.
 - Recommend initial focus on NELD and slow-onset events.

Deliverables

- **Inception report:** A brief report outlining the consultant's methodology, workplan, stakeholder engagement approach, data sources, GEDSI integration, risk management, and implementation timeline.
- **Governance, legal and institutional options:** A technical paper presenting options for the L&D Fund's governance, legal status, and institutional arrangements, including alignment with the NGEF, ETF, ERF and embedded GEDSI considerations.
- **Financial instruments and disbursement framework:** A framework defining the proposed financial instruments, disbursement modalities, phased implementation approach, and GEDSI-responsive access mechanisms.
- **Draft L&D fund design report:** A comprehensive draft report consolidating all design elements, including objectives, governance, financial mechanisms, safeguards, policy alignment, investment strategy, and scaling approach.
- **Workshop and final design report:** Delivery of a workshop to present findings and gather feedback, followed by submission of a final L&D Fund Design Report incorporating stakeholder inputs.

Expected Content of the Final Design Document to include, at a minimum

- Based on the design document (concept note)

Selection Criteria

Essential Experience and Knowledge:

- Advanced degree in climate finance, environmental science, project management, or a related field.
- At least 7 years of experience managing complex, multi-stakeholder projects, preferably in Small Island Developing States (SIDS).
- Strong expertise in governance and financial oversight.
- Demonstrated knowledge of international and national climate frameworks, including the Paris Agreement and the UNFCCC.
- Experience with the Multilateral Development Bank or the Multilateral Climate Fund. Management, e.g., ADB, World Bank, Fund for Responding to Loss and Damage (FRLD), Global Environment Facility, or the Green Climate Fund.
- Proven ability to integrate GEDSI principles into project design and implementation.

Desirable:

- Familiarity with Vanuatu's climate policies and governance structures.

- Experience working in the Pacific region or similar contexts.
- Ability to speak Bislama.

Duration

The duration of the contract is 85 Days, commencing in Q1 2026 and Q2 2026.

Expression of Interest (EOI) Submission Requirements

Interested applicants should submit:

- Updated Curriculum Vitae (CV)
- Cover letter outlining approach and motivation
- Copies of qualifications
- Sample of previous work (or report)
- Valid Referee contact information (3)

Submit all soft copies of your EOI to njoseph@vanuatu.gov.vu cc ingrid7oka@gmail.com. The subject line of the email should be “**L&D Climate Finance Detailed Design Consultant**”. Address all correspondence to the Project Manager, Ministry of Climate Change Adaptation.

Other Information

Consulting Services Budget: **VUV 8,500,000**

Date Published: **19-Mar-2026** Deadline of Expression of Interest: **05-Mar-2026, 4:30 PM**