

**TERMS OF REFERENCE**  
**Individual Consultant for National ICPD Financing Strategy and Action Plan**

<b>TERMS OF REFERENCE (to be completed by the Hiring Office)</b>	
Hiring Office:	UNFPA CO in Lao PDR
Purpose of consultancy:	<p>UNFPA, as the United Nations sexual and reproductive health agency, is committed to ensuring universal access to sexual and reproductive health and rights (SRHR). In alignment with the UNFPA Strategy (2024–2030), <i>Financing the ICPD Agenda</i>, this consultancy will support the operationalization of the ICPD financing strategy at the national level.</p> <p>The consultant will assist in developing a <b>National ICPD Financing Strategy and Action Plan</b> and provide expertise in identifying and leveraging innovative financing mechanisms to ensure sustainable funding for the ICPD agenda, with a focus on UNFPA’s three transformative results:</p> <ol style="list-style-type: none"> <li>1. Ending preventable maternal deaths.</li> <li>2. Ending the unmet need for family planning.</li> <li>3. Ending gender-based violence and harmful practices.</li> </ol> <p>This is a remote consultancy position.</p>
Scope of work:  <i>(Description of services, activities, or outputs)</i>	<p>Under the supervision of the UNFPA Comm Team in Lao PDR, the consultant will complete the tasks below:</p> <p><b>Strategic Financing and Planning:</b></p> <ul style="list-style-type: none"> <li>● Conduct a comprehensive analysis of financing gaps for SRHR in Lao PDR</li> <li>● Develop a National ICPD Financing Strategy and Action Plan tailored to the context of Lao PDR.</li> <li>● Align the strategy with national priorities, including SDGs and the Addis Ababa Action Agenda.</li> <li>● Propose practical recommendations for domestic resource mobilization and effective budget allocations for SRHR.</li> </ul> <p><b>Innovative Financing:</b></p> <ul style="list-style-type: none"> <li>● Revise the resource mobilization and partnership strategy of the country office</li> <li>● Identify and recommend innovative financing instruments, such as blended finance, development impact bonds (DIBs), and public-private partnerships (PPPs).</li> <li>● Provide guidance on leveraging private sector investments and philanthropic contributions.</li> <li>● Explore the feasibility of implementing mechanisms like results-based financing, conditional cash transfers, or debt swaps to mobilize resources.</li> <li>● Prepare a pool of activities, outcomes, and recommendations for scaling up SRHR in Lao PDR to be annexed to the strategy.</li> </ul>
Duration and working schedule:	20 days between February and May 2025

Place where services are to be delivered:	UNFPA Lao PDR - this is a remote consultancy
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	<p><b>Total Duration: 20 Days</b></p> <hr/> <p><b>Deliverables and Timeline</b></p> <p><b>1. Comprehensive Analysis of Financing Gaps for SRHR in Lao PDR</b></p> <ul style="list-style-type: none"> <li>● <b>Tasks:</b> Conduct a thorough assessment of existing financing gaps and needs for SRHR, analyzing available data, budgetary allocations, and spending trends.</li> <li>● <b>Output:</b> Report detailing the financing gaps and needs for SRHR in Lao PDR.</li> <li>● <b>Timeline:</b> Days 1–4 (4 days)</li> </ul> <hr/> <p><b>2. National ICPD Financing Strategy and Action Plan Development</b></p> <ul style="list-style-type: none"> <li>● <b>Tasks:</b> <ul style="list-style-type: none"> <li>○ Draft the National ICPD Financing Strategy tailored to the context of Lao PDR.</li> <li>○ Align the strategy with national priorities, including SDGs and the Addis Ababa Action Agenda.</li> </ul> </li> <li>● <b>Output:</b> Draft National ICPD Financing Strategy and Action Plan.</li> <li>● <b>Timeline:</b> Days 5–10 (6 days)</li> </ul> <hr/> <p><b>3. Recommendations for Domestic Resource Mobilization and Budget Allocations</b></p> <ul style="list-style-type: none"> <li>● <b>Tasks:</b> <ul style="list-style-type: none"> <li>○ Develop practical recommendations for mobilizing domestic resources for SRHR.</li> <li>○ Identify opportunities for effective budget allocation to SRHR initiatives.</li> </ul> </li> <li>● <b>Output:</b> Section in the strategy document with recommendations for domestic resource mobilization and budget allocation.</li> <li>● <b>Timeline:</b> Days 11–12 (2 days)</li> </ul> <hr/> <p><b>4. Revised Resource Mobilization and Partnership Strategy for the Country Office</b></p> <ul style="list-style-type: none"> <li>● <b>Tasks:</b> Revise the existing resource mobilization strategy to align with the proposed ICPD Financing Strategy and explore opportunities for partnerships.</li> <li>● <b>Output:</b> Revised Resource Mobilization and Partnership Strategy document.</li> <li>● <b>Timeline:</b> Days 13–14 (2 days)</li> </ul> <hr/> <p><b>5. Innovative Financing Instruments Identification</b></p> <ul style="list-style-type: none"> <li>● <b>Tasks:</b> <ul style="list-style-type: none"> <li>○ Identify and recommend innovative financing instruments such as blended finance, development impact bonds (DIBs), and public-private partnerships (PPPs).</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ Provide guidance on leveraging private sector investments and philanthropic contributions.</li> <li>○ Explore the feasibility of implementing mechanisms like results-based financing, conditional cash transfers, or debt swaps.</li> <li>● <b>Output:</b> Section in the strategy document with recommendations on innovative financing instruments and mechanisms.</li> <li>● <b>Timeline:</b> Days 15–17 (3 days)</li> </ul> <hr/> <p><b>6. Annex on Scaling Up SRHR Activities</b></p> <ul style="list-style-type: none"> <li>● <b>Tasks:</b> Prepare a detailed annex with activities, outcomes, and recommendations for scaling up SRHR initiatives in Lao PDR.</li> <li>● <b>Output:</b> Annex document for inclusion in the National ICPD Financing Strategy.</li> <li>● <b>Timeline:</b> Days 18–20 (3 days)</li> </ul>
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	<ul style="list-style-type: none"> <li>● Progress will be monitored against the approved timeline for each task.</li> <li>● The consultant will report regularly to the Communications &amp; Partnership team, ensuring alignment with agreed objectives.</li> </ul>
Supervisory arrangements:	The consultant’s work will be supervised and guided by UNFPA’s Communications & Partnership Team.
Expected travel:	No travel required
Required expertise, qualifications and competencies, including language requirements:	<p><b>Education:</b></p> <ul style="list-style-type: none"> <li>● Advanced university degree in economics, finance, public policy, international development, or a related field.</li> </ul> <p><b>Experience:</b></p> <ul style="list-style-type: none"> <li>● At least five years of professional experience in development finance, resource mobilization, or economic planning.</li> <li>● Demonstrated expertise in innovative financing mechanisms and developing national financing strategies.</li> <li>● Experience with the UN, international organizations, or in-country financing contexts is highly desirable.</li> </ul> <p><b>Languages:</b></p> <ul style="list-style-type: none"> <li>● Proficiency in English is required.</li> </ul> <p><b>Competencies:</b></p> <ul style="list-style-type: none"> <li>● Strong understanding of financing for development, including SRHR and SDG-related priorities.</li> <li>● Proven ability to conceptualize and operationalize complex financing strategies.</li> <li>● Experience engaging with government, private sector, and development partners.</li> </ul>

	<ul style="list-style-type: none"> <li>● Exceptional analytical, communication, and report-writing skills.</li> </ul>
<p>Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:</p>	<ul style="list-style-type: none"> <li>● Access to relevant national data and documents, including the UNFPA ICPD Financing Strategy.</li> <li>● Virtual meetings and collaboration opportunities with key stakeholders.</li> <li>● Access to any other relevant data or information needed and available</li> </ul>
<p>Other relevant information or special conditions, if any:</p>	<p><b>Payment Schedule</b></p> <p>Payments will be processed in USD upon satisfactory delivery of outputs, according to the following schedule:</p> <hr/> <p><b>1. First Installment:</b></p> <ul style="list-style-type: none"> <li>○ <b>Amount:</b> 30% of the total contract value.</li> <li>○ <b>Condition:</b> Upon submission and approval of the <b>Comprehensive Analysis of Financing Gaps for SRHR in Lao PDR</b> (Deliverable 1) and <b>Draft National ICPD Financing Strategy and Action Plan</b> (part of Deliverable 2).</li> <li>○ <b>Timeline:</b> End of Day 10.</li> </ul> <hr/> <p><b>2. Second Installment:</b></p> <ul style="list-style-type: none"> <li>○ <b>Amount:</b> 40% of the total contract value.</li> <li>○ <b>Condition:</b> Upon submission and approval of the following: <ul style="list-style-type: none"> <li>■ <b>Final National ICPD Financing Strategy and Action Plan</b> (Deliverable 2).</li> <li>■ <b>Recommendations for Domestic Resource Mobilization and Budget Allocations</b> (Deliverable 3).</li> <li>■ <b>Revised Resource Mobilization and Partnership Strategy</b> (Deliverable 4).</li> </ul> </li> <li>○ <b>Timeline:</b> End of Day 14.</li> </ul> <hr/> <p><b>3. Final Installment:</b></p> <ul style="list-style-type: none"> <li>○ <b>Amount:</b> 30% of the total contract value.</li> <li>○ <b>Condition:</b> Upon submission and approval of the remaining deliverables: <ul style="list-style-type: none"> <li>■ <b>Innovative Financing Instruments Identification</b> (Deliverable 5).</li> <li>■ <b>Annex on Scaling Up SRHR Activities</b> (Deliverable 6).</li> </ul> </li> <li>○ <b>Timeline:</b> End of Day 20.</li> </ul>