



## **Terms of Reference for Consultancy Service**

### **Theme: Climate Change**

#### **Activity 2.4: Simulation game on climate change**

##### **Mini COP21**

### **I Background & Introduction**

Climate change is one of the major challenges of the 21<sup>st</sup> century, presenting risks to international prosperity and security. Securing international action in response is a key foreign policy challenge. Climate change impacts are already being felt around the world, affecting human lives and economies. Without sustained mitigation action and effective adaptation, these impacts are likely to have considerable consequences for our way of life. The economic and business opportunities of a transition to a low carbon future are also significant: the sooner we act, the greater the benefit. Timely investment in low carbon, climate resilient development can generate jobs and growth, and reduce the long term costs of lowering emissions and adapting to climate change impacts.

2015 is a decisive year for international climate negotiations. To keep us on track to limit global temperature rises to below 2°C, it is essential to secure a fair, ambitious and legally binding international agreement under the United Nations Framework Convention on Climate Change (UNFCCC) at the 2015 Conference of Parties in Paris (COP21). Following up the success of the European Climate Diplomacy Day 2015, the French Embassy organized Climate Week from 15 to 22 November 2015, the EU will organize a half day simulation game entitled “Mini COP21” in Ho Chi Minh City for Vietnamese university students following the UNFCCC negotiation format. In this game, each student or groups of students will represent one country. The simulation game aims to disseminate knowledge on the challenges of climate policy, and to showcase different perspectives and implications for negotiation through a hands-on interactive simulation format where students will take on the roles of different countries.

On behalf of the EU Delegation to Vietnam, the EU Public Diplomacy and Outreach Vietnam project (EU-PDO) is looking for a consultant or a team of consultants who can design the whole package for the simulation game, including content, format, rules, participant recruitment, and facilitation. The EU-PDO is responsible for the overall supervision of this assignment.

### **II Target participants**

The simulation game targets Vietnamese university students. The total number of participants is envisaged 50 students. Preferably a group of 2-3 students would represent one country (e.g. Bangladesh, Germany, Vietnam, etc.) Participants would ideally have some prior knowledge on climate challenges, but this is not seen as a strict prerequisite for participation.

### III Objectives

The objectives of the simulation game are:

- Raise public awareness on climate change
- Disseminate knowledge on the challenges of climate change policy
- Showcase young people different perspectives and implications for negotiation through a hands-on interactive game
- Spread EU messages on climate change
- Draw light on the upcoming COP21 negotiations in Paris.

The objective of the consultancy is to provide professional consultancy service to ensure the quality and outreach of the simulation game.

### IV Expected results of the simulation game

- A complete set of materials for the simulation game (concept paper, application form, participant manual, position papers, flags, badges, name plates, and press kit for media)
- 50 students are recruited to participate in the simulation game in Ho Chi Minh City
- Participating students have better understanding about EU messages of climate change, the challenges of climate change policies
- Participating students are willing to spread EU messages on climate change and actively share their perspectives on climate change with their peers

### V Scope of Work

The consultancy service is expected to start from 30 October to 30 November 2015.

In delivering the consultancy service, the consultant or consultant team shall:

- 1) **Develop the recruitment plan**  
Deadline: 4 November 2015
- 2) **Develop agenda and propose invitee list for the reception/award ceremony**  
following the simulation game  
Deadline: 9 November 2015
- 3) **Develop a complete set of materials for the simulation game** as mentioned in the Expected Results  
Deadline: 10 November 2015
- 4) **Recruit 50 students to participate in the simulation game in Ho Chi Minh City**  
Deadline: 13 November 2015
- 5) **Deliver a briefing session for the recruited participants**  
Deadline: 17 November 2015
- 6) **Deliver the simulation game for half a day in Ho Chi Minh City**  
Deadline: 18 November 2015 (in the morning)
- 7) **Participate in the reception/award ceremony** (announce the result of the simulation game and facilitate networking among the participants)  
Deadline: 18 November 2015 (in the evening)
- 8) **Submit final report and handover of deliverables**

Deadline: 30 November 2015

## **V Proposal package**

Please submit a proposal package with the followings:

- CV(s) of the lead consultant or consultant team or profile of the company or organization
- Concept note for the Mini COP21 (no more than 2 pages, *including topic(s) to propose for the simulation game, participant recruitment, list of materials for the simulation, necessary resources, timeline and any additional proposals*)
- Fee applied for no more than 20 working days (travel expenses and accommodation shall be covered by the EU-PDO in case the consultants are not based in Ho Chi Minh City).
- Please also include incidental costs for the following deliverables: flags, badges, name plates, and press kit for media (to be produced by the consultant) in the budget proposal.

## **VI Selection criteria**

- Consultants with master degree and work experience in environment, climate change, or sustainable development and at least 10 years of work experience in climate change and/or similar simulation activities
- Having a well-established network in climate change and youth development
- Having expertise in climate change policy is an advantage
- Excellent commands of Vietnamese and English (written and spoken)
- Sound concept note
- Competitive consultancy fee

**Interested candidates please kindly submit your proposal to following e-mail addresses before 5:00pm, Monday 26 October 2015:**

Email: [hang.eu.outreach.vn@gmail.com](mailto:hang.eu.outreach.vn@gmail.com) CC: [loan.eu.outreach.vn@gmail.com](mailto:loan.eu.outreach.vn@gmail.com)

(Please quote 'Mini COP21' in the subject line).