## A. BACKGROUND/INTRODUCTION

The United Cities and Local Governments Asia-Pacific (UCLG ASPAC) is the largest regional section of UCLG and the host of the ASEAN Mayors Forum (AMF). UCLG ASPAC organised the AMF in collaboration with Phnom Penh Capital Administration and Jakarta Special Capital Region on December 2nd and 3rd, 2022, and August 1st and 2nd, 2023, respectively. For each Forum, more than 300 people participated, including mayors, governors, representatives of ASEAN cities and local governments, regional partners, and UN institutions, including the United Nations Capital Development Fund (UNCDF), with the shared objective of enhancing collaboration between ASEAN cities.

UCLG ASPAC partnered with UNCDF in conducting the “Urban Financing, and Inclusive Economic Growth” session at the ASEAN Mayors Forum 2022 and 2023. The cooperation between the UCLG ASPAC/AMF secretariat and UNCDF aims to implement the "Smart Green ASEAN Cities" (SGAC) project. This ASEAN-wide initiative encourages more sustainable urbanisation in ASEAN cities while lowering their environmental footprint and raising citizens' quality of life. The project's specific goal is to encourage the adoption of green and smart city solutions throughout the ASEAN region.

As part of the cooperation, UCLG ASPAC is to develop three thematic short case studies (1 for each term) that address thematic areas of smart green urban development practices within the ASEAN region. It is foreseen that the short case studies include two examples of city best practices drawn from the ASEAN member states that provide a regional balance. The thematic areas are set out within the project document and will be further identified annually within the SGAC logical framework Output 3 (Annex I) and the AWP Output 3 (Annex II). The thematic case studies will include a minimum of three of the following areas:

1. Air pollution and clean urban transport solutions
2. Sustainable urban mobility planning (SUMP)
3. Water and sanitation
4. Climate-smart and sustainable infrastructure
5. Solid waste management
6. Renewable energy and energy efficiency
7. Green spaces and urban biodiversity

B. OBJECTIVES

The objective of the case study is:
1. Identify the key issues in Smart Green ASEAN Cities (SGAC) and financing related to required topics.
2. Contribute to providing capacity building and adding knowledge for cities and local government financing issues, smart, green, and sustainable development in ASEAN cities and local governments.
3. Showcase an informative SGAC case study, which includes two examples of city best practices drawn from the ASEAN member states that provide a regional balance.
4. Provide recommendations for private and public financing and sustainable development for cities and local governments.

C. EXPECTED RESULTS

1. Produce a printed visual report containing an AMF profile showcasing the background, of Smart Green activities in ASEAN cities, with the local governments, associations, partners, and relevant, targeted stakeholders.
2. Produce materials that will be shared with cities, local governments, associations, partners, and relevant stakeholders before, during, or after the special events of the AMF.
3. A thematic case study report gives useful information, education, and communication material that promotes AMF's impact on ASEAN cities and local governments.

D. SCOPE OF WORKS

1. The researcher's task to complete:
   a. Undertake program-related research, data collection, and analysis on national and local development contexts and the landscape of subnational finance (1 research report, 1 article publication, and financing scheme mapping report).
   b. Contribute to the production of analytical tools, awareness materials, and practical knowledge products for ASEAN municipal governments.
   c. Identification and compilation of good practices in smart green city development and financing in Southeast Asia-related projects.
d. Support the projects and activities, including the preparation and the organisation of capacity-building activities with municipal authorities and urban and/or finance practitioners (webinars, workshops), preparation of presentation materials and logistics, the identification/mobilisation of speakers and experts, communication and follow-up with participants, etc.

e. Completed the flow of proposed research: a preliminary review of the measurement framework, a review of the measurement framework, and a preliminary review of best practices.


g. Writing, interview, verbatim transcription, and coding results.

h. Completed research on Alternative Financing Options in Indonesia (showcasing the existing project financing scheme).

2. The researcher will work with data and information, ensuring that these elements are balanced and viewable. They will need to carefully consider the composition of the content to create a clear flow of information for the readers. The researcher will also need to create the following:

   a. A research paper (thematic case study) to help deliver the AMF issues and needs.

   b. Present and provide background and comprehensive research development.

   c. Incorporate changes recommended by the AMF secretariat into the final paper.

   d. Review the research draft for errors before printing them.

E. SPECIFICATION

The researcher consultant is required to have the following:

1. At least a bachelor’s degree or two years of experience in research and data management.

2. Demonstrated good composition and content to ensure the research was balanced and worked smoothly.

3. Demonstrated good analytical skills, which affected the final result of the research.

4. Demonstrated good communication and English writing skills as they will need to work closely with the AMF secretariat. Further, he/she needs to have the ability to communicate ideas, questions, and solutions effectively.

5. Familiar with Southeast Asia issues in private and public financing and Sustainable Development in specific topics.
### F. TIME FRAME

The deadline for the production of the AMF Case Study Report is **25 December 2023**

### G. How to apply

This position is dedicated to an **Internal Identified candidate**.  
The respective candidate is encouraged to apply by sending his/her CV and motivation letter through:  
[recruitment@uclg-aspac.org](mailto:recruitment@uclg-aspac.org), Copy to: [Mohammad.ridwan@uclg-aspac.org](mailto:Mohammad.ridwan@uclg-aspac.org)  
by latest 01 October 2023