

TERMS OF REFERENCE

Compete Caribbean Partnership Facility (CCPF)- Consultancy to Develop a Legislative Gap Analysis and Regional Strategic Action Plan for the Development of the Blue Economy in the OECS Member States.

Regional

ATN/CO-TBC

RG-T4169

Supporting the Development of the Blue Economy in the OECS

1. Background and Justification

- 1.1. The OECS member states have recognized the need to harness the full potential of the blue economy, that is, its ability to enhance economic opportunity for local communities, while safeguarding ocean and coastal ecosystems and long-term sustainable development. As a result, the region has been involved in several recent efforts aimed at placing the blue economy on a more sustainable footing.
- 1.2. The OECS has made significant advancement on the tools necessary for a successful Blue Economy, particularly in the area of policy through the 2020 Eastern Caribbean Regional Oceans Project (ECROP). Within the ECROP framework, the OECS has implemented further Blue Economy solutions through Global Environmental Fund/ World Bank funded Caribbean Regional Oceanscape Project (2017-2021) which focused on preserving and strengthening the “resilience of coastal and marine resources, and implementation of regional policies to stimulate blue growth”. ECROP has resulted in the development of national ocean policies (NOP), coastal master and marine spatial plans (CMSP) and national ocean governance committees (NOGC).
- 1.3. Additionally, with support from the Government of Norway, the region has embarked on the Building Resilience in the Eastern Caribbean through Reduction of Marine Pollution (ReMLit) project which seeks to “harmonize policy and legislation related to waste management, influence positive behaviour change with respect to waste practices, and to assist with the implementation of concrete interventions on the ground to reduce marine litter at the country level”. Comparably, the World Bank- funded Unleashing the Blue Economy in the Eastern Caribbean (UBEEC) project addresses “institutional strengthening, policy formulation, MSME advancement, governance and direct investments in infrastructure development within the marine and coastal areas of Grenada, St. Lucia and St. Vincent and the Grenadines”. A sustainable Blue Economy in the OECS will be dependent on these types of efforts, together with programming that is closely linked to climate change resilience. The mitigation and adaption ecosystem services of a healthy ocean are being recognized as key components in helping countries

address the impacts of climate change. The OECS member states recognize this important connection and has incorporated elements of the Blue Economy into its Green-Blue Economy (G-BE) Strategy and Action Plan (SAP).

- 1.4. To further coalesce the work completed by the OECS Secretariat, there is the need for a strong policy and institutional framework to guide the process and ensure a successful outcome. It will require the strengthening of institutional capacity, at the level of knowledge, and agencies, that will help inspire and support innovation. It will also require greater sensitization or communication concerning the benefits and scope of the Blue Economy and will involve outreach to a very broad stakeholder base.
- 1.5. The technical cooperation RG-T4169 aims at supporting the OECS member states to strengthen the policy and institutional framework for the development of the Blue Economy. Through close coordination with the OECS Secretariat the aforementioned body of work conducted will serve to complement the planned results of this TC.
- 1.6. Component I, "Strengthening the policy and strategy framework for the development of the OECS Blue Economy" aims at the development of a legislative gap analysis in the OECS countries with established National Ocean Policies (NOPs) and the development of a regional strategic plan in a holistic and integrative approach for the Blue Economy sector in the OECS.
- 1.7. The Compete Caribbean Partnership Facility (CCPF) is multi-donor Trust Fund supported by the Foreign Commonwealth & Development Office (FCDO), the Government of Canada, the Caribbean Development Bank; and administered by the Inter-American Development Bank (IDB). The CCPF is currently supporting the region, through other technical cooperation projects, to further the development of the blue economy. Similar assistance is being extended to complete similar work within Barbados and Belize.
- 1.8. The purpose of CCPF is to support the region in driving competitiveness and sustainable economic growth. The program focuses on: (i) supporting firms to grow, innovate and enter new sectors and markets; and (ii) promoting an environment that enables innovation and growth. More specifically, the CCPF's objectives are to:
 - a) Increase productivity in firms.
 - b) Increase employment, particularly for women and vulnerable groups.
 - c) Generate and sustain exports within and outside the region.
 - d) Foster sustainable and inclusive economic growth.
- 1.9. The Compete Caribbean Partnership Facility (CCPF) is looking for a Consulting Firm to provide expertise to develop a Legislative Gap Analysis and Regional Strategic Action Plan for the advancement of the Blue Economy in the OECS Member States.

2. Objectives

- 2.1. The main objective of this consultancy is to strengthen the policy and strategy frameworks to develop the Blue Economy in the OECS by developing an overarching Legislative Gap Analysis and a Blue Economy Strategic Action Plan for the OECS.

3. Scope of Services

- 3.1. The consultancy aims to establish the necessary legislative framework for the implementation of the strategies highlighted in the National Ocean Policies (NOPs) of the OECS member states.
- 3.2. The consultancy should develop a Legislative Gap Analysis Report to assess current gaps and opportunities to promote the implementation of the National Ocean Policies (NOPs) and the overall development of the Blue Economy from a governance perspective. The consultants should also assess whether the existing legislative framework constrains the development and expansion of key Blue Economy industries (e.g., mariculture).
- 3.3. Additionally, the consultancy should also develop a Strategic Action Plan to support decision-makers in the OECS to promote investments and policy planning on the Blue Economy.

4. Key Activities

The consulting firm will carry out the following key activities that will facilitate the achievement of the objective of the project:

- 4.1. Conduct inception meetings and finalize work plan. Meetings are to be held with the relevant staff of Compete Caribbean, the OECS Secretariat and the various line ministries in each member state via teleconferencing, videoconferencing or face-to-face, where practical, to review and discuss the assignment, clarifying the roles and responsibilities and the extent of logistical support to be provided to the Consultant. A work plan should be prepared and submitted within two weeks of the commencement of the engagement.
- 4.2. Review the existing legal framework and background documentation on institutional and related initiatives to mainstream the blue economy in each OECS member state.
- 4.3. Review the OECS Model Legislations developed under CROP relating to Fisheries and Marine Pollution to develop a more in-depth understanding of the legislative reforms necessary to operationalize the recommendations from the NOPs.
- 4.4. Review the international best practices relating to the legislative and regulatory framework of the development of the blue economy in the OECS.
- 4.5. Prepare a Legislative Briefing Document that will be submitted as input for drafting of new legislation and regulations. The briefing document should identify any gaps, duplications, overlaps and inconsistencies that may exist within existing framework and offer legal advice with recommendations on the structure and scope of new bills

and proposed amendments. The document should also address the shortcomings identified to support to the streamlining and updating of the processes involved in implementing the NOPs.

- 4.6. Assess institutional and policy frameworks in the OECS to identify gaps and opportunities to mainstream the Blue Economy. The consultants should propose the required adjustments to governance arrangements based on international best practices. Governance features that constrain the development of key industries should also be identified, and solutions proposed.
- 4.7. Identify opportunities and gaps to mainstreaming the Blue Economy as a sustainable economic development approach in the OECS. This activity supposes identifying potential public and private investments in the Blue Economy.
- 4.8. Draft a strategic action plan based on the findings of the legislative gap analysis with the overarching goal of supporting decision-makers in the OECS to promote investments and policy planning on the Blue Economy.
- 4.9. Conduct consultation workshops with relevant stakeholders to obtain feedback and improve the Strategic Action plan proposal.

5. Expected Outcome and Deliverables

- 5.1. **PRODUCT 1:** Draft Work Plan for indicating tasks and timeframes for completion of tasks within 2 weeks of contracting, including formats for each planned deliverable; and a revised version within 2 days of receipt of comments on the draft.
- 5.2. **PRODUCT 2:** Draft and Final Legislative Gap Analysis Report
- 5.3. **PRODUCT 3:** Draft and Final Strategic Action Plan

6. Project Schedule and Milestones

Deliverable	Date	Description
Product 1	0.5 month after signing contract	<u>See 5.1</u>
Product 2	3 months after signing contract	<u>See 5.2</u>
Product 3	6 months after signing contract	<u>See 5.3</u>

7. Reporting Requirements

- 7.1. The consulting firm will submit their deliverables according to the schedule established in section 6 of this Terms of Reference. Every report will be submitted to the Bank in an electronic file. The reports should include cover, main document, and all annexes. Deliverables should be submitted to the project team leader Jennifer Doherty and copied to the CCPF Coordinator for Innovation and Business Climate Reform, June Alleyne.

8. Acceptance Criteria

- 8.1. The acceptance of deliverables must be given by the IDB when all comments received during the revision process are included in the submitted reports. Upon approval the IDB

will disburse payments.

9. Supervision and Reporting

9.1. The IFD-Institutions for Development Sector will have the technical responsibility of the execution of this work order as well as for the approval of the deliverables prepared by the consulting firm(s). Prior to approval, the IDB shall seek the endorsement for each deliverable from the OECS Secretariat and other sections of the Bank involved in the project. In representation of the IDB, the technical coordination and leadership for this consultancy rests with IDB's staff member Jennifer Doherty in coordination with the rest of the project team.

10. Selection Criteria

10.1. The team should be comprised of one team leader and a senior consultant (at minimum). The team should have a background (desirable Master's degree) in Law, Policy, Economics, Environmental Management, Sustainable Finance, and/or equivalent field, with a minimum of 10 years of international experience conducting legislative and regulatory assessments and legislative drafting in the context of business and innovation climate reforms. Also, experience in similar exercises and projects in the Caribbean is highly desirable. It is suggested that at least one team member is an OECS citizen or demonstrates proficiency in English. Knowledge of the Blue Economy in the OECS, including the institutional and policy frameworks. Firms should present a technical proposal with tentative methodology and a workplan with clear roles.

11. Schedule of Payments

11.1. Payment terms will be based on project milestones or deliverables. The Bank does not expect to make advance payments under consulting contracts unless a significant amount of travel is required. The Bank wishes to receive the most competitive cost proposal for the services described herein.

11.2. The IDB Official Exchange Rate indicated in the RFP will be applied for necessary conversions of local currency payments.

Payment Schedule	
<i>Deliverable</i>	%
1. Work Plan	20%
2. Draft and Final Legislative Gap Analysis Report	40%
3. Draft and Final Strategic Action Plan	40%
TOTAL	100%

TERMS OF REFERENCE

Compete Caribbean Partnership Facility (CCPF)- Consultancy to Develop a Monitoring, Reporting and Verification (MRV) system for the Blue Economy, with capacity building for the OECS Secretariat and other Relevant Line Ministries and Agencies

Regional

ATN/CO-TBC

RG-T4169

Supporting the Development of the Blue Economy in the OECS

1. Background and Justification

- 1.1. The OECS member states have recognized the need to harness the full potential of the blue economy, that is, its ability to enhance economic opportunity for local communities, while safeguarding ocean and coastal ecosystems and long-term sustainable development. As a result, the region has been involved in several recent efforts aimed at placing the blue economy on a more sustainable footing.
- 1.2. The OECS has made significant advancement on the tools necessary for a successful Blue Economy, particularly in the area of policy through the 2020 Eastern Caribbean Regional Oceans Project (ECROP). Within the ECROP framework, the OECS has implemented further Blue Economy solutions through Global Environmental Fund/ World Bank funded Caribbean Regional Oceanscape Project (2017-2021) which focused on preserving and strengthening the “resilience of coastal and marine resources, and implementation of regional policies to stimulate blue growth”. ECROP has resulted in the development of national ocean policies (NOP), coastal master and marine spatial plans (CMSP) and national ocean governance committees (NOGC).
- 1.3. Additionally, with support from the Government of Norway, the region has embarked on the Building Resilience in the Eastern Caribbean through Reduction of Marine Pollution (ReMLit) project which seeks to “harmonize policy and legislation related to waste management, influence positive behaviour change with respect to waste practices, and to assist with the implementation of concrete interventions on the ground to reduce marine litter at the country level”. Comparably, the World Bank- funded Unleashing the Blue Economy in the Eastern Caribbean (UBEEC) project addresses “institutional strengthening, policy formulation, MSME advancement, governance and direct investments in infrastructure development within the marine and coastal areas of Grenada, St. Lucia and St. Vincent and the Grenadines”. A sustainable Blue Economy in the OECS will be dependent on these types of efforts, together with programming that is closely linked to climate change resilience. The mitigation and adaption ecosystem services of a healthy ocean are being recognized as key components in helping countries address the impacts of climate change. The OECS member states recognize this

important connection and has incorporated elements of the Blue Economy into its Green-Blue Economy (G-BE) Strategy and Action Plan (SAP).

- 1.4. To further coalesce the work completed by the OECS Secretariat, there is the need for a strong policy and institutional framework to guide the process and ensure a successful outcome. It will require the strengthening of institutional capacity, at the level of knowledge, and agencies, that will help inspire and support innovation. It will also require greater sensitization or communication concerning the benefits and scope of the Blue Economy and will involve outreach to a very broad stakeholder base.
- 1.5. The technical cooperation RG-TXXXX aims at supporting the OECS member states to strengthen the policy and institutional framework for the development of the Blue Economy. Through close coordination with the OECS Secretariat the aforementioned body of work conducted will serve to complement the planned results of this TC.
- 1.6. Component II, "Strengthening Coordinating Mechanisms and Reporting, Monitoring and Evaluation Systems" aims to improve its planning, reporting, monitoring and evaluation, accountability, and investment attraction for Blue Economy Development.
- 1.7. The Compete Caribbean Partnership Facility (CCPF) is multi-donor Trust Fund supported by the Foreign Commonwealth & Development Office (FCDO), the Government of Canada, the Caribbean Development Bank; and administered by the Inter-American Development Bank (IDB). The CCPF is currently supporting the region, through other technical cooperation projects, to further the development of the blue economy. Similar assistance is being extended to complete similar work within Barbados and Belize.
- 1.8. The purpose of CCPF is to support the region in driving competitiveness and sustainable economic growth. The program focuses on: (i) supporting firms to grow, innovate and enter new sectors and markets; and (ii) promoting an environment that enables innovation and growth. More specifically, the CCPF's objectives are to:
 - a) Increase productivity in firms.
 - b) Increase employment, particularly for women and vulnerable groups.
 - c) Generate and sustain exports within and outside the region.
 - d) Foster sustainable and inclusive economic growth.
- 1.9. The Compete Caribbean Partnership Facility (CCPF) is looking for a Consulting Firm to provide expertise to develop a Monitoring, Reporting and Verification (MRV) system for the Blue Economy, with capacity building for the OECS Secretariat and other Relevant Line Ministries and Agencies.

2. Objectives

- 2.1. The main objective of this consultancy is to strengthen the capacities among stakeholders in the OECS to advance the Blue Economy by improving MRV and partnership creation at the national and regional scales. The consultancy also aims to provide a tech-based reporting system that will enhance transparency, integrate resources, and facilitate information sharing across various the OECS Secretariat and the ministries and agencies responsible measure the Blue Economy in the OECS.

3. Scope of Services

- 3.1. The consultancy will use facilitate the collection, management and dissemination of BE related data in a consultative and transparent manner according to the modalities established in the Strategic Action Plan established in Component I. The tech-based framework should incorporate regularly reporting requirements through the National Ocean Governance Committees, the OECS Secretariat and the relevant agencies mandated to promote the development of the BE in the region. Finally, it is expected that Blue Economy MRV skills and tools are improved throughout the OECS member states.

4. Key Activities

The consulting firm will carry out the following key activities that will facilitate the achievement of the objective of the project:

- 4.1. Conduct inception meetings and finalize work plan. Meetings are to be held with the relevant staff of Compete Caribbean, the OECS Secretariat and the various line ministries in each member state via teleconferencing, videoconferencing or face-to-face, where practical, to review and discuss the assignment, clarifying the roles and responsibilities and the extent of logistical support to be provided to the Consultant. A work plan should be prepared and submitted within two weeks of the commencement of the engagement.
- 4.2. Perform an assessment to define the institutional arrangements for the monitoring, reporting, verification, dissemination and sustainability over time of sectoral BE data.
- 4.3. Ensure diffusion of national and regional tools to ensure consistency, transparency and standardization in the monitoring and reporting of BE data across the region.
- 4.4. Deploy a Monitor Report and Verification (MRV) system as a regional platform for the monitoring, reporting and verification of BE data.
- 4.5. Design and implement capacity building workshops/ training sessions for data compilers, suppliers and platform users with the aim of strengthening relevant line ministries to utilize the system.

5. Expected Outcome and Deliverables

- 5.1. **PRODUCT 1:** Draft Work Plan for indicating tasks and timeframes for completion of tasks within 2 weeks of contracting, including formats for each planned deliverable; and a

revised version within 2 days of receipt of comments on the draft.

5.2. **PRODUCT 2:** Implementation of Monitoring, Reporting and Verification System

5.3. **PRODUCT 3:** Training Evaluation Report on the training for relevant stakeholders

6. Project Schedule and Milestones

Deliverable	Date	Description
Product 1	0.5 month after signing contract	<u>See 5.1</u>
Product 2	6 months after signing contract	<u>See 5.2</u>
Product 3	9 months after signing contract	<u>See 5.3</u>

7. Reporting Requirements

7.1. The consulting firm will submit their deliverables according to the schedule established in section 6 of this Terms of Reference. Every report will be submitted to the Bank in an electronic file. The reports should include cover, main document, and all annexes. Deliverables should be submitted to the project team leader Jennifer Doherty and copied to the CCPF Coordinator for Innovation and Business Climate Reform, June Alleyne.

8. Acceptance Criteria

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9.1. The IFD-Institutions for Development Sector will have the technical responsibility of the execution of this work order as well as for the approval of the deliverables prepared by the consulting firm(s). Prior to approval, the IDB shall seek the endorsement for each deliverable from the OECS Secretariat and other sections of the Bank involved in the project. In representation of the IDB, the technical coordination and leadership for this consultancy rests with IDB's staff member Jennifer Doherty in coordination with the rest of the project team.

10. Selection Criteria

10.1. The team should be comprised of one team leader and a senior consultant (at minimum). The team should have a background (desirable Master's degree) in Advanced degree in IT/Computer Science, Economics, Development Studies, Public Administration, Social Sciences and/or equivalent field, with a minimum of 10 years' experience in systems and software development. Also, experience in implementing MRV systems and similar capacity building exercises and projects in the Caribbean is highly desirable. It is suggested that at least one team member is an OECS citizen or demonstrates

proficiency in English. Knowledge of the Blue Economy in the OECS, including the institutional and policy frameworks. Firms should present a technical proposal with tentative methodology and a workplan with clear roles.

11. Schedule of Payments

11.1. Payment terms will be based on project milestones or deliverables. The Bank does not expect to make advance payments under consulting contracts unless a significant amount of travel is required. The Bank wishes to receive the most competitive cost proposal for the services described herein.

11.2. The IDB Official Exchange Rate indicated in the RFP will be applied for necessary conversions of local currency payments.

Payment Schedule	
<i>Deliverable</i>	%
1. Work Plan	20%
2. Implementation of MRV System	40%
3. Training Report	40%
TOTAL	100%

HRD Terms of Reference, For PEC consultancies

Consultancy to Design and Develop a Gender-Sensitive Stakeholder Sensitization Program on the Strategic Importance of the Development of the Blue Economy in the OECS Member States.

OECS BE Communications Consultant

Background of this search:

The Compete Caribbean Partnership Facility (CCPF) is looking for a consultant with a background in public relations, communications and media relations to provide expertise to conceptualize a stakeholder sensitization program to disseminate information on the strategic approach the OECS Secretariat is taking to promote the blue economy agenda of the OECS.

The team's mission:

The Compete Caribbean Partnership Facility (CCPF) is multi-donor Trust Fund supported by the Foreign Commonwealth & Development Office (FCDO), the Government of Canada, the Caribbean Development Bank; and administered by the Inter-American Development Bank (IDB). The CCPF is currently supporting the region, through other technical cooperation projects, to further the development of the blue economy. Similar assistance is being extended to complete similar work within Barbados and Belize.

The purpose of CCPF is to support the region in driving competitiveness and sustainable economic growth. The program focuses on: (i) supporting firms to grow, innovate and enter new sectors and markets; and (ii) promoting an environment that enables innovation and growth. More specifically, the CCPF's objectives are to:

- Increase productivity in firms.
- Increase employment, particularly for women and vulnerable groups.
- Generate and sustain exports within and outside the region.
- Foster sustainable and inclusive economic growth.

What you'll do:

The consultant will carry out the following key activities that will facilitate the achievement of the objective of the project:

- Conduct inception meetings and finalize the work plan. Conduct meetings with the relevant staff of Compete Caribbean, the OECS Secretariat and the various line ministries in each member state via teleconferencing, videoconferencing or face-to-face, where practical, to review and discuss the assignment, clarifying the roles and responsibilities and the extent of logistical support to be provided to the Consultant. A work plan should be prepared and submitted within two weeks of the commencement of the engagement.
- Design and support the implementation of a gender-sensitive communications campaign to promote the Blue Economy in the OECS. The campaign shall identify the most effective media

outlets (e.g., social networks) and generate the content according to the key messages. The OECS Secretariat, the IDB, and the consultant shall agree on the key messages and target audiences.

- Organize two (2) awareness-raising workshops or webinars with key stakeholders to disseminate the activities and results of the project and communicate the benefits of the Blue Economy for sustainable development in the OECS. This should include at least one (1) high-level informational workshop for ministers and key decision-makers in the OECS.
- Support the elaboration and design of digital publications to disseminate the main findings of this operation regarding the Blue Economy. The consultant will utilize the Strategic Action Plan output completed in Component I to create visualization resources (infographics, animations, etc.) to summarize/communicate the priorities, strategies, and key actions succinctly.

Deliverables and Payments timeline:

The consultant is expected to deliver the following products:

PRODUCT 1: Draft Work Plan for indicating tasks, methodology and timeframes for completion of tasks within 2 weeks of contracting, including formats for each planned deliverable; and a revised version within 2 days of receipt of comments on the draft.

PRODUCT 2: Draft and final gender-sensitive communications campaign.

PRODUCT 3: Two (2) awareness-raising workshops or webinars. The presentations and recordings of the events should be included.

PRODUCT 4: Two (2) digital publications

Payment Schedule	
<i>Deliverable</i>	<i>%</i>
1. Work Plan	10%
2. Draft and Final Communications Campaign	30%
3. Two (2) Workshops/ Webinars	30%
4. Two (2) Digital Publications	30%
TOTAL	100%

What you'll need:

Citizenship: You are either a citizen of one of the OECS countries or a citizen of one of our 48-member countries with residency or legal permit to work in the OECS.

Consanguinity: You have no family members (up to fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB Group.

Education: An advanced degree in Journalism; Mass Communications; Public Relations; Marketing or related field.

Experience: More than 10 Years of experience as a strategic communications/PR firm with specific experience developing or executing gender sensitive and results-focused communication strategies. The consultant must have prior experience designing and/or implementing communication strategies to

support the implementation of donor-funded/development projects. Experience executing communication strategy in the area of blue economy development and related experience in the English-Speaking Caribbean is an asset.

Languages: English

Core and Technical Competencies:

Opportunity Summary:

- Type of contract and modality:
- Length of contract: 4 months
- Starting date: TBC
- Location: OECS
- Responsible person: Jennifer Doherty- Bigara
- Requirements: You must be a citizen of one of the [IDB's 48 member countries](#) and have no family members currently working at the IDB Group.

Our culture: Our people are committed and passionate about improving lives in Latin-America and the Caribbean, and they get to do what they love in a diverse, collaborative and stimulating work environment. We are the first Latin American and Caribbean development institution to be awarded the EDGE certification, recognizing our strong commitment to gender equality. As an employee you can be part of internal resource groups that connect our diverse community around common interests.

Because we are committed to providing equal opportunities in employment, we embrace all diversity and encourage women, the LGBTQ+ community, persons with disabilities, afro-descendants, and indigenous people to apply.

About us: At the IDB, we're committed to improving lives. Since 1959, we've been a leading source of long-term financing for economic, social, and institutional development in Latin America and the Caribbean. We do more than lending though. We partner with our 48-member countries to provide Latin America and the Caribbean with cutting-edge research about relevant development issues, policy advice to inform their decisions, and technical assistance to improve on the planning and execution of projects. For this, we need people who not only have the right skills, but also are passionate about improving lives.

Our team in Human Resources carefully reviews all applications.