



# **CARIBBEAN COMMUNITY CLIMATE CHANGE CENTRE**

**Terms of Reference**

**for the Consultancy to**

**Produce a Project Design and to conduct a detailed Feasibility Study**

**for**

**Building the Adaptive Capacity of Sugarcane Farmers in  
northern Belize Preparation Project**



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## 1 INTRODUCTION

The Government of Belize (GOB), Belize Sugarcane Industries (BSI), and the Caribbean Community Climate Change Centre (CCCCC) are developing a Green Climate Fund (GCF) project aimed at building the adaptive capacity of sugarcane farmers in northern Belize.

Sugarcane is primarily grown in the Corozal and Orange Walk districts covering over 2,508 sq. miles (approximately 70,000 acres under production). This represents a total of 5,200 small farmers over 53 rural communities (29 in Corozal and 24 in Orange Walk) that have been adversely impacted by climate variability and change. Prolonged dry days, increasing mean temperature and erratic precipitation continues to disadvantage small holder farmers. Traditional farming practices are no longer able to overcome challenges brought on by a changing climate. Farmers' lack of varietal diversity, inefficient land and water resource management, limited knowledge transfer, inter alia, have led to low adaptive capacity resulting in high sensitivity and exposure to climate threats. The small farmers of the sugarcane belt in Northern Belize continues to experience significant decline in crop yields due to extended periods of below average rainfall coupled with other periods of heavy rainfall over a short period of time. Data collected over a 16-year period shows that changes in rainfall are directly proportional to changes in productivity. Decrease in precipitation is followed by a decrease in the ton of sugarcane per hectare (TCH). This was also quantified using a regression model which shows that for every 50 mm decrease in rainfall TCH decreases by 1.09. The model compared the mean annual rainfall and associated TCH (2010-2017) with the mean average rainfall and TCH of the year 2018-2019 it showed that reduced rainfall has directly led to the reduction of TCH by 3.6.

Changes in precipitation patterns has also led to increases in crop pest (frohopper) and associated diseases and changes to evapotranspiration rates reducing soil moisture leading to the decreasing productivity and crop loss. Furthermore, these challenges have a cascading effect, as they are then exacerbated by constraints related to soil infertility and the limited access to climate resilient varieties. The latter being a grave concern of farmers as only a single variety (variety: Barbados 79-474) covers 60% of fields in the Northern Sugar Belt. These challenges then lead to a self-reinforce cycle. Farmers employ inadequate maladaptive farming practices in an effort to adapt which further increase their vulnerability.

As a result, the CCCCC in collaboration with BSI and GOB is developing a project to promote behavioural change needed to sustain livelihoods and build resilience to the impact of current and future climate variability and change. All activities will be implemented using a multi-stakeholder approach to successful upscale climate resilient interventions that has already begun to build the adaptive capacity of small farmers. The project is a joint public- private sector initiative that aims to strengthen the adaptive capacity of small-scale sugarcane farmers so they are better equipped to respond to the challenges of a changing climate. The central problems that the project is seeking to address are: how to sustain/improve agriculture productivity and enhance smallholder's resilience facing degrading natural capital and shifting precipitation patterns resulting from climate change. To address this problem, the project recognizes a need to shift from reactive crisis management to proactive long-term climate risk management. As such the project promotes incremental adaptation based on low/no-regret options while anticipating and preparing for the long-term transformational adaptations required to handle profound and irreversible changes in rainfall, proliferation of pest, degradation of ecosystem services and overall farming conditions.

It is against this background that the CCCCC has secured project preparation funding from the Green Climate Fund (GCF) Project Preparation Facility (PPF) to develop a full funding proposal for a project titled, “Building the Adaptive Capacity of Sugarcane Farmers in Northern Belize)”. The GCF, which is the climate finance mechanism set up under the UNFCCC framework to promote the paradigm shift towards low-emission and climate-resilient development pathways, provides a unique opportunity for countries, such as Belize, to develop and implement climate change directives to adapt to the related impacts. The GCF Project Preparation Facility (PPF) ensures that countries who would like to apply for the GCF’s funding present all the information necessary to make a fair judgment on the merits of their proposed project. In some situations, it may be unusual for some countries, such as Belize, to have this information readily available with all the requirements that would merit a complete Funding Proposal Application (FPA) to the GCF. To ensure that this project would have all the studies and information available for presentation to the GCF, the Government of Belize, BSI and CCCCC requested funds from the GCF PPF to properly conduct these studies. This consultancy is intended to deliver some of the required studies and shape the final Funding Proposal Application to GCF, i.e., the project design including logic framework and feasibility study including technical, financial and economic analysis. The outputs of this assignment should be aligned with the GCF six investment criteria and requirements for the Funding Proposal Application to the GCF.

## **2 OBJECTIVE**

The main objective of this assignment is to:

- Deliver a project design to build the adaptive capacity of sugar cane farmers in northern Belize
- Conduct a thorough feasibility study, including technical, financial environmental and economic considerations for climate resilient sugarcane farming systems.

The project design should encompass all plans that are to be implemented by the CCCCC, Sugar Industry stakeholders including Belize Sugar Industries Ltd, Sugar Industry Research and Development Institute and the four cane farming organizations. Make the most suitable recommendation on how this project can significantly impact the lives of the local population with the improvement of sugar cane farming practices.

The project design should include:

1. An analysis of the impacts of climate variability and change on crop productivity in the project area to which the practices identified will respond to
2. A detail design of an implementation plan to scale-up BSI varietal programme inclusive of an analysis of appropriate climate resilient crop varieties to replant in identified locations in Corozal and Orange Walk districts. This should include the agricultural design (e.g., appropriate the locations, field sizes, soil requirements, organic fertilization, integrated pest, weed and disease pest control, drought and flood management) as well as the organizational structure, capacity building needs and financial sustainability of farms considering the roles and responsibilities of stakeholders. Harvesting plan (inclusive of upscaling the green harvesting programme from 500 acres to 10,000 acres) for 17,000 acres of sugar cane lands.
3. List and detail description (inclusive of cost) of equipment, resources and organizational structures needed to measures to achieve success propose the

developments needed to ensure the implementation.

4. A detail budget of cost anticipated over the project period. The major investments should identify possible co-financing for stakeholders (e.g., Farmers Associations, Sugar Industry Research and Development Institute and Development Finance Cooperation and the Belize Sugar Industry) and an agro-credit strategy to finance efficiency improvements.
5. Mitigation/sequestration potential assessment inclusive of scenarios of emissions avoid and or offset by proposed intervention will be conducted of recommended measures and activities

Once the proposed design is approved by the CCCCC, the Government of Belize and BSI Ltd, the consultant will conduct a comprehensive feasibility study and where necessary adjust the design for optimal effectiveness and efficiency. The comprehensive feasibility analysis should consider the technical, financial, economic, social and environmental factors. The study will provide a detailed description of the agreed interventions, including physical investments anticipated over a planning horizon of 30 years. Also, the study will clarify the number of direct/indirect beneficiaries and identify the potential for replication/scaling. The feasibility study will incorporate a detail *Budget Plan, Financial Model and Plan (Economic and/or financial analyses in spreadsheet format), operational and scheduling feasibility of the project.*

## 2.1 Specific Objectives

The project design and feasibility study will be cohesive and interconnected. The project design must be feasible and the solutions tailored to the current situation facing farmers in northern Belize. Therefore, the consultancy should include the following activities.

The project design for addressing climate change impacts and improving the effectiveness and efficiency of:

- The crop varietal programme
- Sustainable water and land management techniques to build farmer resilience to Climate Change
- Capacity building and improving learning mechanism for long term adaptation to climate threats and impacts
- Financial Sustainability of the farms

This design should include:

1. Climate impact analysis on sugarcane farming systems
2. Implementation plan to establish “varietal shopping centers” in 20 strategically identified 5-acre plots (5-acre each-100acres total) based on soil types and microclimates in Corozal and Orange Walk districts.
3. Implementation plan to establish primary and secondary nurseries (20 plots of 10 and 60 acres respectively) strategically for the expansion of the 5 varieties expressing the best climatic adaptation tonnage and sucrose content.
4. Capacity needs assessment and design of a capacity building trainings (i.e., farmer field school) for farmers and agricultural service providers on varietal adaptation, climate threats and impacts, and adaptation response and techniques and entrepreneurial skills and financial literacy.
5. Design and implementation plan of a green/mechanical harvesting programme.

6. Economic and/or financial analysis inclusive of a marketing and investment strategy to scale up the production of biological controls for pests via the existing biological laboratory
7. Drought and flood management plan (inclusive of climate smart irrigation techniques, green water capture and storage infrastructure and drainage plan) for 1000 acres
8. Design and implementation plan for the expansion of the farmer assistance information platform to disseminate flood, drought and pest forecast information to farmers.
9. Design and implementation plan of a digital farmer friendly financial model
10. Market study and cost benefit analysis for development for new products and markets for sugarcane production.
11. Mitigation/sequestration potential assessment of propose activities

The final detailed project design identifying all activities to be implemented, specified project site parameters, technological needs, structural, architectural and technical solutions. As part of the final project design the consultant will be expected to:

- a. Prepare the project log frame with well-defined indicators, targets, inputs and outputs; make sure that indicators in log frame are fully respond to the GCF indicator framework for adaptation. ([Template](#))
- b. Produce a scoping report for the project on the consultations, research and analysis conducted
- c. Produce a detailed budget and implementation timeline inclusive of a monitoring and evaluation plan ([Template](#) and [Template](#))
- d. Risk assessment and a risk matrix with potential mitigation measures ([Template](#))
- e. Elaborate an environmental, social ([Template](#)) and gender impact assessment inclusive of management and engagement plan ([Template](#))
- f. Produce a procurement plan ([Template](#))
- g. Project level grievance redress mechanism

### **3 TASKS**

It is anticipated that this consultancy will collaborate with the project implementation team from the CCCCC, the Government of Belize and BSI Ltd.

#### **3.1 Specific tasks**

##### 3.1.1 Activity 1: Project Inception

##### 3.1.1.1 Sub-activity 1.1: Review of Pertinent Documentation

The consultant(s) will undertake a review of all pertinent reports and papers on the Belize sugarcane industry farmers and all technical documents regarding the BSI, SIRDI, and the Cane Farmers' Association and their respective and network of farmers. As part of the review, it is advisable that the consultant(s) familiarize him/herself with the entire suite of documents and the requirements to produce technical specifications and supporting documentation according to the GCF and the CCCCC requirements for the final funding proposal.

##### 3.1.1.2 Sub-activity 1.2: Inception Meeting

An inception meeting with the Project Management team shall be convened by the Consultant

(virtually) to discuss the Consultant's findings/ suggestions/ recommendations, determine the programme of work, confirm work schedules and activity requirements, seek clarification on issues pertinent to the assignment, discuss remuneration schedule and to plan the coordination of implementation. As the precursor to subsequent national and regional consultations, this first meeting will also serve to foster an understanding of the environment within which the assignment is to take place and to agree on the protocol for conducting the assignment. The meeting shall agree on the establishment and composition of an Oversight/ Steering Committee that will serve in an advisory capacity to the Consultant(s) for guidance in the conduct of the assignment. This Committee is expected to comprise executive and senior management of the Centre. The report on this inception meeting shall outline the schedule of activities and the methodology to be employed for the execution of the contract.

### 3.1.1.3 Sub-activity 1.3: Preparation of Inception Report

Preparation of an inception report including: (i) a detailed work plan for the execution of the assignment, (ii) methodology to be followed and (iii) the timeline for accomplishment of the tasks of the assignment. The document should be of no more than 20 pages shall specify: the methodology to be deployed for the development of the technical specifications; milestones; information requirements; summary of agreed issues to be investigated; administration requirements and roles of Centre personnel and that of the consultant; potential barriers to the conduct of the assignment and suggested approaches to mitigating the impacts.

#### Activity 2: Conduct Baseline Study

This task involves the review of the present farming practices of sugarcane farmers to identify and assess any risks that are associated with their farming systems. This review shall allow all industry stakeholders to better understand the present situation in institutional and financial, as well as technical and environmental and social terms. This task involves the investigation of existing sugarcane production value chain and its vulnerability to climate variability and change, including farming practices, varietal adoption, harvesting and delivery, export market and industry sustainability, capacity needs, technological appropriateness, energy efficiency, water use efficiency, maintenance practices, suitability, bottlenecks and quality and availability of materials and equipment.

The Study shall also identify respective needs and concerns of different disadvantaged groups and/or those with less voice, such as women/financially disadvantaged, to be addressed in the design, implementation, and monitoring and evaluation of the project. The baseline study should also include the sections listed above in section 2.1.

#### Activity 3: Project Design (Project log frame, detailed budget, implementation timeline, risk matrix)

The Consultant shall compile and interpret data and information for the development of the Project Design, including the following activities and subtasks as described in section 2. The Project Log Framework shall be in accordance with the GCF's most recent Performance Measurement Framework under the Results Management Framework. The project design involves initial or early consultation with various actors such as government ministries and departments, industry stakeholders and specialist contractors. The design schedule should be revised with different stakeholders to ensure maximum country buy-in and ownership, which is essential for a paradigm shift to drive this climate change adaptation project.

### 3.1.2 Activity 4: Conduct Feasibility Study - (include Technical, Scientific, Financial and Economic analysis)

The feasibility should evaluate and recommend appropriate climate resilient agriculture practices and to conduct a cost-benefit analysis for the practices identified (see section 2.1). The study will also elaborate on the impacts of climate variability and change on sugarcane productivity to which the practices identified will respond to. As such conceptual and engineering designs will be prepared for drought and flood management infrastructure on farms, crop variety management, mechanical harvesting, integrated pest and disease management and agro-credit strategy to finance efficiency improvements. In addition, a description of applicable laws and regulations concerning sugarcane farming: institutional responsibilities and interdependencies (local and regional governments should be elaborated. Thus, the feasibility should be a holistic integrated feasibility.

### 3.1.3 Activity 5: Conduct Preliminary Risk Assessment and Matrix

For the sub-activities identified above the consultant is expected to identify and assess potential risks and make recommendations for mitigating these risks.

- The Risk Assessment will result in the production of an integrated risk assessment analysis that robustly used problem formulation, risk analysis and risk characterization protocols to establish how these risks are applicable to the project and to the investment in the project.
- Risk formulation will be conducted that focuses on the risk studies and thereafter management and mitigation suggestions/actions for each risk.
- Risk analysis studies will be conducted to determine the probability and magnitude of an adverse effect with specific consequences occurring to beneficial uses and values.
- Risk characterization will evaluate and report of the problem formulation and risk analysis results for decision-making and risk management purposes

### 3.1.4 Activity 6: Conduct Social and Environmental Analysis and Management and engagement plan (inclusive of a Gender analysis and gender action plan)

The Social and Environmental Analysis should ensure that at the project development stage that there are constructive and productive relationships with the general public, public and private organizations, Ministry of Agriculture, the three Cane Farmer's Associations, Belize Sugar Industries Limited, Sugar Industry Research and Development and other stakeholders (i.e., Stakeholder Analysis and Management and engagement plan) over the long term the provision of mutual benefits for the vulnerable communities and vulnerable sectors including agriculture and environment (i.e., Environmental and Social Management Plan). This activity will identify and evaluate the socio-economic and environmental consequences of the proposed project and outline plans to mitigate any possible negative impacts and to enhance positive impact to project beneficiaries. The analysis should be accompanied by a Gender assessment that will ensure the development of gender sensitive outcomes by addressing gender issues of the project design and implementation by a gender analysis to identify the issues, needs and contextual factors affecting male and female stakeholders. The other activity areas under the GSs include: Monitoring and Evaluation: Tracking and assessing progress toward goals and objectives to improve gender sensitivity. Targeting and Participation: Meaningfully engaging beneficiaries and other stakeholders in gender- sensitive project design and implementation.

## 4 **DELIVERABLES**

The Consulting Firm shall produce during the assignment the following reports, inter alia:

The main deliverables of this consultancy include:

**I. Inception Report**, an inception meeting with core project team will held within first week of contract award.

**II. Draft and Final documents**, including annexes, for:

- a. Baseline Report (inclusive of Climate impact assessment)
- b. Project Concept Design (inclusive of a detailed budget, indicative implementation timeline, monitoring and evaluation plan)
- c. Feasibility Study (inclusive of Economic/financial analysis, Mitigation/sequestration potential assessment, Risk Assessment and Mitigation Plan)
- d. Stakeholder Analysis and Management and engagement plan (inclusive of a Gender analysis and gender action plan)
- e. Environmental and social impact assessment and management plan
- f. Workshop reports

**III. Presentation of Draft and Final Reports** associated with 2a-2f.

The principal output (s) of this Assignment shall include, inter alia a comprehensive report based on the scope of works and specific activities outlined below. The report shall provide a basis for future decision making in respect of the project. The reports and plans must conform to the following minimum requirements:

- Must be a comprehensive straightforward document that can be used in discussions with potential partners, the community, government, service providers and others to prove/provide evidence of the feasibility of and obtain support for the development of the project.
- It must/should contain a time-bound roadmap/blueprint for pursuing recommendations emanating from this assignment
- Data and information in the report must be presented in an analytical manner and address the issues highlighted below
- The final deliverables must comply with the environmental and social standards adopted by the Government of Belize, CCCCC, GCF and aligned as much as possible with the IFC Performance Standards on Environmental and Social Sustainability.
- The deliverables must be submitted to the CCCCC for approval and agreement prior to finalization.

## **5 QUALIFICATION AND KEY EXPERIENCE**

The assignment is to be undertaken by a suitably qualified Consulting Firm. The selected Consultant is required to possess the minimum competency requirements listed hereunder. The selected Consultant may sub-contract any portion of the assignment with the written consent of the Centre, but will be responsible for all required/specified deliverables to the Centre, as well as assume responsibility for all activities geared towards achieving the objectives of these terms of reference.

## 5.1 General Areas of Expertise/Experience of the Consulting Firm

The Consulting Firm is expected to demonstrate expertise in the following areas:

- Proven expertise and in-depth knowledge sugarcane farming systems and climate change policies and practices in the Latin America and the Caribbean context;
- Knowledge of the sugarcane industry in Belize and/or in the Caribbean and Latin American region especially in relation to matters such as: International and domestic markets, technical requirements, and sugarcane crop varieties etc.
- At least 5 years of experience in climate change, technical, financial, and economic analyses, environmental analyses, or research in the field of sustainable development related to agriculture in developing countries and preferably in the Latin America and the Caribbean region.
- Conversance with the GCF procedures and prior experience in preparing a GCF Funding proposal would be an asset.

## 5.2 Specific Areas of Expertise/Experience of Key and Non-Key Experts

In addition, the Firm must specify the qualifications and relevant experience of each specialist to be assigned to this assessment. For this assessment, the relevant indicative experience for the assignment is expected to include but not limited to.

1. Lead Consultant: ***Smallholders Farming System Specialist (sugarcane)***: The Team leader will coordinate the work of the team and have primary responsibility for the outputs of the assignment. He/she is expected to have the following expertise and qualifications:
  - Master's degree in the field of agronomy, agro-economics, or a related technical engineering or science field;
  - Five (5) years minimum relevant experience working with a wide range of sugar industries around the world inclusive of the Caribbean or a Small Island Developing State;
  - Ten (10) years minimum experience working in the business aspect of operating sugarcane operations, including smallholder and out grower schemes
  - Evidence of a strong track record of preparing high-level documents and reports on climate change relating to smallholders farming systems
  - Understanding of social issues and culture in Caribbean island nations;
  - Strong writing and speaking skills in English;
  - Previous experience working with the Green Climate Fund strongly desired;
2. Consultant #2: ***Finance Specialist/ Economist***: Climate Finance/ Finance, Economics or Financial Mathematics. This team member should possess the following mix of expertise and qualification
  - Minimum Master's Degree in Finance, Banking, Economics, Applied Mathematics, Accounting, Auditing or other related fields;
  - At least five (5) years' proven experience in conducting economic feasibility studies for climate adaptation or mitigation projects funded by international development organizations;
  - At least five (5) years' proven experience in analysing risks and recommending mitigation measures to safeguard risk exposures of the executing agency and other agencies related to the project financing.
3. Consultant #3: ***Environmental/Natural Resource Management (water and soil***

*management in topical farming systems*). This Specialist should possess the following mix of expertise and qualifications.

- Minimum Bachelor’s Degree in Natural Resource and Environmental Management, Environmental Engineering, Water Resources Management, or other related fields
- At least 5 years’ proven experience in preparing detailed flood and drought management plans for tropical farming systems. At least 5 years’ experience in installing or managing water capture and storage systems or design planning.
- At least three (3) years relevant experience in the Caribbean or a Small Island Developing State

The Firm is expected to provide non key expert(s) in the following areas with minimum qualification of a Bachelors’ degree and 5 years specific experience in their field of expertise and experience with the cultural norms of Belize: Gender and Social Inclusion Experts. Non - Key experts CVs will not be scored; however, the firm must provide information to verify that it has access to this expertise.

### 5.3 Evaluation Grid

The Firm will be selected based on Quality and Cost based Selection Method. The relative weights of technical to financial is 70:30.

### 5.4 Technical Evaluation Criteria

#	Description	Points
<b>A.</b>	<b>Competencies required from the firm</b>	<b>15</b>
	<ul style="list-style-type: none"> <li>○ Proven expertise and in-depth knowledge sugarcane farming systems and climate change policies and practices in the Latin America and the Caribbean context;</li> <li>○ Knowledge of the sugarcane industry in Belize and/or in the Caribbean and Latin American region especially in relation to matters such as: International and domestic markets, technical requirements, and sugarcane crop varieties etc.</li> <li>○ At least 5 years of experience in climate change, technical, financial and economic analyses, environmental analyses or research in the field of sustainable development related to agriculture in developing countries and preferably in the Latin America and the Caribbean region.</li> <li>○ Conversance with the GCF procedures and prior experience in preparing a GCF Funding proposal would be an asset.</li> </ul>	15
<b>B</b>	<b>Methodology</b>	<b>30</b>
B1	Technical approach and methodology (including comments on the TOR)	20
B2	Organization of Team with work plan and staffing to effectively achieve exceptional outputs, including the ability to immediately commence work in Belize. The overall team should comprise two local experts with 5 (five years) experience and local knowledge of Belize in the areas of conservation, gender and social inclusion climate change, and the agriculture and at least one expert must be female)	10
<b>C</b>	<b>Experts</b>	<b>55</b>
<b>C1</b>	<b>Expert #1: Team Leader: Smallholders Farming System Specialist</b>	<b>25</b>
	A minimum Graduate Degree in agronomy, agro-economics, or a related technical engineering or science field;	5

#	Description	Points
	Ten (10) years minimum experience working in the business aspect of operating sugarcane operations, including smallholder and out grower schemes;	10
	Knowledge of and experience implementing international social safeguards policies/standards (e.g., GCF, World Bank, GEF, IFC or IADB)	5
	Demonstrated understanding of socio-economic issues and culture in Caribbean island nations	5
<b>C2</b>	<b>Key Expert 2: Finance Specialist/Economist</b>	<b>15</b>
	Minimum Master's Degree in Finance, Banking, Economics, Applied Mathematics, Accounting, Auditing or other related fields	5
	At least five (5) years' proven experience in conducting economic feasibility studies for climate adaptation or mitigation projects funded by international development organizations	5
	At least five (5) years' proven experience in analysing risks and recommending mitigation measures to safeguard risk exposures of the executing agency and other agencies related to the project financing.	5
<b>C3</b>	<b>Key Expert 3: Environmental/Natural Resource Management Specialist</b>	<b>15</b>
	Minimum Bachelor's Degree in Natural Resource and Environmental Management, Environmental Engineering, Water Resources Management or other related fields	5
	At least 5 years' proven experience in preparing detailed flood and drought management plans for tropical farming systems.	5
	At least three (3) years relevant experience in the Caribbean or a Small Island Developing State	5
	<b>TOTAL</b>	<b>100%</b>

## 6 LOCATION AND IMPLEMENT PERIOD

### Location

The Consultant's assigned specialists are expected to work from their own office space. If an international or regional consultant is selected, the assigned experts will be expected to travel to Belize. The Consultants must ensure that they take into consideration all the COVID-19 Protocols in place regarding travel to Belize.

### Commencement date, Level of Effort and period of implementation of tasks

The intended commencement date is February 1<sup>st</sup> 2021. The level of effort for this assignment is not anticipated to be of more than 240-man days over 10 months' duration.

## 7 MANAGEMENT ARRANGEMENT AND REPORTING

The consultancy will be commissioned by the CCCCC. The Consultant will report to CCCCC for contractual and administrative purposes. The CCCCC and BSI will be responsible for the oversight of the deliverables of the TOR. Members of the project core team will provide additional technical advice and inputs, overall coordination and oversight for this study. The Consultant will liaise with all stakeholders from the project core team but will ultimately report to the Head of the Programme Development and Management Unit, CCCCC.

To facilitate the execution of this consultancy, the CCCCC will provide the following:

- A. Available background documents and information relevant to the assignment including:
  - The project concept note approved by the GCF

- Documentation related to piloted initiatives to be scaled up.
  - CCCCC’s Environmental and Social Safeguard Policy
- B. Facilitate virtual contact and dialogue with relevant staff and stakeholders of the BSI, SIRD I and the GCF, as necessary, upon the request of the Consultant.

BSI and SIRD I will also provide access to all relevant background documents and information. This include making available experts for consultation and previous project documents.

The consultancy will be guided by the following timeframe and payment schedule for each deliverable.

<b>Deliverables</b>	<b>Timeframe</b>	<b>Payment Schedule</b>
1. Inception Report	2 weeks after contract signing	10% upon contract signature and approval of inception report.
2. Baseline report (inclusive climate impact assessment)	5 weeks after contract signing	15% upon submission, presentation and approval of Baseline report
3. Complete Draft Project Concept Design (inclusive of a detailed budget, indicative implementation timeline, monitoring and evaluation plan)	13 weeks after contract signing	10 % upon submission, presentation and approval of Draft project concept design
4. Feasibility Study (including the Economic/financial analysis and Mitigation/sequestration potential assessment, Risk assessment and a risk matrix)	25 weeks after contract signing	25 % upon submission, presentation and approval of Draft Project Concept Design
5. Final Project Concept Design	32 weeks after contract signing	10% upon submission, presentation and approval of Final Project Concept Design
6. Stakeholder Analysis and Management and Engagement plan (inclusive of a Gender analysis and Gender action plan)	36 weeks after contract signing	15% upon submission, presentation and approval of Stakeholder Analysis and Management and Engagement plan
7. Environmental and Social Assessment and Action Plan)	38 weeks after contract signing	15% upon submission, presentation and approval of Environmental and Social Assessment and Action Plan)

Workshop/consultation reports must be submitted as part of deliverables 2-7.