

## **CARIBBEAN DEVELOPMENT BANK**

### **GREEN CLIMATE FUND READINESS SUPPORT FOR STRENGTHENING THE NATIONAL DESIGNATED AUTHORITY THROUGH GCF READINESS AND PREPARATORY SUPPORT PROGRAMME**

#### **CONSULTANCY SERVICES FOR THE IMPLEMENTATION OF READINESS PROJECT ACTIVITIES IN SURINAME**

##### **TERMS OF REFERENCE**

## **1. BACKGROUND**

1.01 Climate Change is a major issue for the Republic of Suriname as it is particularly vulnerable to the increasing frequency and severity of droughts, floods and severe storms, and their impacts on sectors such as agriculture, fisheries, as well as infrastructure. Such climate-related hazards are having increasingly adverse effects on the country and future climate change is likely to further exacerbate the situation. A large proportion of the Suriname population has a low capacity to adapt to climate change and the predicted impacts are likely to be particularly negative on Suriname's rural population because of their high dependence on rain-fed agriculture and natural resource-based livelihoods. To support capacity building and the building of resilience, Suriname will seek to access funding from the Green Climate Fund (GCF).

1.02 The GCF, which was established as an operating entity of the United Nations Framework Convention on Climate Change financial mechanism, is expected to become the main global fund for financing climate change mitigation and adaptation measures. While it has been agreed that Direct Access will be one of the modalities for the disbursement of the funds, it is recognised that certain levels of capacity will be required of Governments and other actors involved in accessing the GCF. For the GCF to succeed, national capacities and mechanisms need to correspond to the GCF requirements while also aligning with country planning, budgeting, programming and Measuring, Reporting and Verification systems.

1.03 This readiness proposal will enhance Suriname's ability to access international climate finance through strengthening of its National Designated Authority (NDA) - the Ministry of Spatial Planning and Environment, and the development of a GCF Country Programme. The project will also ensure the efficient, effective and transparent use of climate finance leading to concrete adaptation and mitigation interventions that catalyse transformative and impactful results. The Ministry of Spatial Planning and Environment will have an important role in resource mobilization from the GCF, and as the NDA it will need to build the required capacity to function in its role expeditiously and adequately.

## **2. OBJECTIVE OF CONSULTANCY**

2.01 The objective of this consultancy is to enhance Suriname's capacity to engage with the GCF and effectively access finance to respond to national climate change and development priorities. The expected outcomes are two-fold, (i) strengthened capacities within the NDA to facilitate efficient planning and administration of fund-related responsibilities, and (b) national priorities elaborated through the development and implementation of a GCF Country Programme. CDB is seeking to contract a Consulting Firm to deliver the requisite readiness and preparatory support.

## **3. SCOPE OF SERVICES**

3.01 The scope of services of the Consultant Firm will include, but not be limited, to the following tasks:

### Institutional Capacity and Coordination Mechanisms

- (a) Conduct a Gap Assessment of the pending gaps/weaknesses inhibiting the NDA from fulfilling all of its GCF-related roles and responsibilities. The assessment should include but not limited to:
  - (i) Review and document existing processes and systems governing the operations of the NDA focusing in particular on: (aa) existing mechanisms to coordinate across stakeholders and facilitate effective consultation and communication and (bb) current public system for planning, project formulation and resource mobilisation.
  - (ii) Identify entry points to align existing processes and systems governing the operations of the NDA with the GCF requirements to assist the NDA in performing its GCF-related responsibilities.
  - (iii) Assess the National Climate Change Committee, prepare if required, draft Terms of Reference (TORs) to support the overall governance of climate change related activities
  - (iv) Assess proposed or existing structures for the GCF related coordination mechanisms across stakeholders.
  - (v) Undertake a capacity needs assessment within the NDA and recommend specific training needs for human resources development over the short-to-medium term.
  
- (b) Enhance the NDA's engagement with the GCF and to enable it to fulfil its role as coordination unit between the Fund and other stakeholders and provide awareness training to line ministries and other stakeholders on how to develop quality project ideas and concept notes. In this regard, consultants will organise a two-day Training Workshop that will among other things, discuss: (i) GCF operations, priorities and processes; (ii) GCF investment criteria and results management framework; and (iii) concept note and funding proposal design.
  
- (c) Establish a GCF-focused multi-stakeholder coordination mechanism that enables the NDA to coordinate and communicate with line ministries, civil society and private sector actors on Fund-related matters. The assessment should include but not limited to:
  - (i) Drafting TORs for a multi-stakeholder GCF coordination group.
  - (ii) Identifying relevant experts/representatives to be part of the coordination mechanism.
  - (iii) Organising the first meeting of the national GCF coordination mechanism.
  
- (d) Elaborate a nationally appropriate no-objection procedure, to review and issue no-to objection letters for funding proposals/concept notes received from Accredited Entities. Actions taken should include but not limited to:
  - (i) Review the Government of Suriname's project proposal appraisal, approval and implementation system, including existing arrangements for GCF proposals. Examine how this system is aligned with the national policy development, project formulation and resource mobilisation process; in particular, the national budgeting process (identify entry points for the no-objection procedure).
  - (ii) Compare the Government of Suriname's and GCF's requirements to identify potential entry points for integration.

- (iii) Determine the legal implications for operationalising the no-objection procedure.
  - (iv) Identify existing international experience and best practices of other NDAs who have developed no-objection procedures for the GCF.
  - (v) Undertake consultation with the NDA and key stakeholders to gather feedback and refine the design of the no-objection procedure and appraisal criteria.
- (e) Following the development of guidelines for the no-objection procedure organise a one-day training for the NDA and other relevant government staff (particular emphasis on ensuring participation of Suriname Ministry responsible for gender affairs), and stakeholders (including women organisations, private sector, indigenous groups, and civil society organisation representatives) on the use of the country's no-objection procedures.

#### Country Programming Process

- (f) Develop a Stakeholder Engagement Plan for guiding consultations on Suriname's GCF Country Programme. Actions taken should include but not limited to:
- (i) Mapping of the current practices on stakeholder engagement processes for climate change related policies and strategies including gaps with recommendations for improvement endorsed by the NDA.
  - (ii) Prepare a stakeholder engagement scoping study report and Standard Operating Procedure guideline for conducting stakeholder engagements.
  - (iii) Design a Stakeholder Engagement Plan through an inclusive and consultative process with a wide set of stakeholders.
  - (iv) Prepare consultation reports.
- (g) Organise two (2) one-day workshops / consultations with relevant stakeholders (non-governmental organisations, private sector, indigenous groups etc.) to inform the development of a country programme for Suriname and to identify potential areas for GCF project development, including Readiness needs. These activities will take into consideration the following factors:
- (i) Identification of priority sectors and potential projects with consideration given to Suriname's National Climate Change Policy, Strategy and Action Plan and Nationally Determined Contributions among others;
  - (ii) Linkages with other climate change-related support, including from the Global Environment Facility, European Union, CDB and others; and
  - (iii) Review of national documents and interviews with key officials as needed.

#### **4. DELIVERABLES**

4.01 The specific outputs for the consultancy include:

- (a) An Inception Report and detailed work plan submitted to CDB.
- (b) Draft Gap Assessment/Stocktaking Report submitted to CDB and NDA for review and feedback; the following annexes to be included - draft capacity building needs assessment and action plan, and draft no-objection procedure and legal aspects.
- (c) Final Gap Assessment/Stocktaking Report and annexes submitted.
- (d) Draft Training Workshop Report and GCF information manual submitted for review and feedback.

- (e) Final Report and GCF Information Manual submitted.
- (f) TORs for GCF multi-stakeholder coordination mechanism and minutes from the first meeting of the coordination mechanism submitted.
- (g) Training Workshop Report on the use of the no-objection procedures submitted.
- (h) Draft Stakeholder Engagement Plan submitted to CDB and NDA for review and feedback.
- (i) Final Stakeholder Engagement Plan submitted.
- (j) Draft Country Programme informed by stakeholder consultations developed and submitted to CDB and NDA for review and feedback.
- (k) Final Country Programme submitted.

## 5. **QUALIFICATIONS AND EXPERIENCE**

### Educational Qualifications:

- (a) Consultants of the selected firm should possess at least advanced degrees ranging, but not limited to Economics, Finance, International Development/Relations, Environmental/Climate Change Science or related fields from recognized and reputable institutions.
- (b) Professional Experience:
  - (i) The Consultancy Firm should have a minimum of ten years of experience in capacity development related to climate change development finance and development of national plans and strategies.
  - (ii) The quality of suggested consultant/consultants team (including back up support/quality assurance where necessary) and availability of named individuals including national key experts. The provider will need to demonstrate that it has sufficiently skilled staff to undertake all aspects of the assignment, with clear provisions for local and/or regional counterparts.
  - (iii) The professional expertise and background of the consultant firm should well cover the requirements of tasks defined in this TOR, have adherence to TOR's specifications and related requirements, and possess a clear understanding of the required deliverables.
  - (iv) Robust, relevant and appropriate proposed approach and methodology including new ideas and use of mixed methods for review and evaluation, and awareness of benefits and limitations of different techniques.
  - (v) Demonstrated knowledge of GCF modalities and procedures, including requirements and guidelines.
  - (vi) Demonstrated engagements with Country Strategic Frameworks, and/or related document development.
  - (vii) Demonstrated experience with the Green Climate Fund's investment criteria including the development of project Concept Notes/Funding Proposals and Readiness support.
  - (viii) In depth understanding of climate finance issues, at the international level and regional scales, with knowledge of the current climate finance architecture of the Green Climate Fund.

- (ix) Experience working with a cross-section of stakeholders, including senior government officials in small and vulnerable states (SIDS and LDCs), donor governments and organisations, as well as regional organizations.
- (x) Experience in working in the Caribbean region will be an advantage.
- (xi) Excellent writing skills and English language proficiency, some understanding of Dutch will be an advantage.

**6. DURATION**

6.01 The duration of the assignment is expected to be for a period of ten (10) months.