

CARIBBEAN DEVELOPMENT BANK



**NOTIFICATION OF APPROVAL BY THE PRESIDENT OF GRANT
TECHNICAL ASSISTANCE – ENHANCING THE SUSTAINABILITY AND RESILIENCE
OF AGRICULTURE SECTOR IN THE COMMONWEALTH OF DOMINICA
COMMONWEALTH OF DOMINICA**

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CARIBBEAN DEVELOPMENT BANK
THREE HUNDRED AND EIGHTH MEETING OF THE BOARD OF DIRECTORS
TO BE HELD IN BARBADOS
DECEMBER 12, 2024

PAPER BD 121/24

NOTIFICATION OF APPROVAL BY THE PRESIDENT OF A GRANT
TECHNICAL ASSISTANCE - ENHANCING THE SUSTAINABILITY AND RESILIENCE OF
THE AGRICULTURE SECTOR IN THE COMMONWEALTH OF DOMINICA –
COMMONWEALTH OF DOMINICA

In accordance with the authority delegated by the Board of Directors at its Two Hundred and Eighty-Third Meeting (Minute 283.27), the President approved a grant to the Government of the Commonwealth of Dominica (GCOD) of an amount not exceeding the equivalent of seven hundred and forty-nine thousand, six hundred and nineteen United States dollars (USD749,619) from the Special Funds Resources of the Caribbean Development Bank allocated from the Caribbean Action for Resilience Enhancement (CARE) Programme to assist GOCD with financing consultancy services and procurement of goods and services for enhancing the sustainability and resilience of the agriculture sector in the Commonwealth of Dominica.

2. It is a condition of the aforementioned authority that each technical assistance project approved by the President and the terms and conditions thereof be reported to the Board at its first convenient scheduled Meeting after approval of the project.
3. The Board is therefore asked to note the approval by the President of the above-mentioned project and the terms and conditions thereof.

CARIBBEAN DEVELOPMENT BANK

RECOMMENDATION AND APPROVAL OF TECHNICAL ASSISTANCE (USD750,000 AND UNDER)

1. Country: Commonwealth of Dominica (Dominica)	2. Project Title: Enhancing the Sustainability and Resilience of the Agriculture Sector in the Commonwealth of Dominica	3. PRN: 300079
4. Grantee: Government of the Commonwealth of Dominica (GCOD)	5. Beneficiary: GOCD	6. Implementing Agency: Ministry of Blue and Green Economy, Agriculture and National Food Security (MBGEANFS)
7. Sector: Agriculture	8. Date of Application: June 12, 2023	9. Type of Financing: Grant
10. Source of Funds: Special Fund Resources (SFR) allocated from the Caribbean Action for Resilience Enhancement (CARE) Programme		
11. Legal Status: Government with the authority to accept the Grant and the capacity to carry out the Project on the standard terms and condition of the Caribbean Development Bank (CDB) and on the terms and conditions set out in Appendix 1 to this Paper.		
12. Objectives and Priorities		
CDB's Strategic Objective/s:	Building Environmental Resilience	
CDB's Corporate Priority/ies:	Increasing resilience and adaptive capacity of national and local institutions and communities to disaster risk and climate change (CC) impacts.	
CDB's Agriculture Sector Policy and Strategy	Promoting sustainable and resilient agri-food system through more efficient resource use and increased resilience to shocks, CC and natural hazard events.	
CDB's Country Objective/s:	Crisis response and improving economic and environmental resilience; particularly the expected outcome-Increased resilience to CC and disaster risk and impacts.	
Regional/National Objective/s:	Supporting the achievement of Sustainable Development Goals (SDGs): SDG 12 – Responsible Consumption and Production. SDG 2- Zero Hunger.	
CDB's Technical Assistance Policy and Operational Strategy:	Assisting BMCs to accelerate economic development through planning, programme development and institutional support.	

13. Gender Marker:

The Gender Marker Analysis is summarised in Table 1 below. The Project is marked as Marginally Mainstreamed (MM): the Project has limited potential to contribute to gender equality.

TABLE 1: GENDER MARKER SUMMARY

GM	Analysis	Design	Implementation	Objective/ Outcome	Score	Code
	1.0	0.5	1.0	0	2.5	MM

Further details on the Gender Marker Analysis are outlined in Appendix 2.

14. Budget: The Proposed Budget is summarised below. Details provided at Appendix 3.

TABLE 2: BUDGET SUMMARY

Contributors	Amount USD	Percent (%)
CDB	749,619	60
GCOD	491,132	40
Total	1,240,751	100

15. Project Background:

Dominica, a 750.6 km² island in the eastern Caribbean archipelago, is a small island developing state (SIDS) with a population of 71,991 (2020) and a per capita income of approximately USD7,760 (2022). Despite its minimal greenhouse gas emissions, Dominica is highly vulnerable to CC, ranking 11th among 180 countries in the Global Climate Risk Index for countries most affected by extreme weather events over the past two decades.

The country's economy relies heavily on tourism and agriculture, making it vulnerable to economic shocks and climate-related disasters such as those resulting from tropical storms, hurricanes, and floods. The increasing frequency and severity of extreme weather events, along with recurrent CC impacts, are causing significant damage to crucial agricultural infrastructure and devastating crop production areas. This, in turn, undermines the stability and sustained productivity of the agriculture sector and, consequently, threatens Dominica's food security. As an illustration, in 2015, Tropical Storm Erika caused damage and loss equivalent to 96% of gross domestic product (GDP), followed by Category 5 Hurricane Maria in 2017, resulting in damage and loss equal to 226% of GDP¹. The Post-Disaster Needs Assessment for Hurricane Maria in 2017 reported a total damage of USD55.27 million (mn) and a loss of USD124.37 mn in the agriculture sector. This situation strained fiscal consolidation and led to an increase in public debt.

The agriculture sector also faces the enduring challenge of weak capacities (limited human capital and infrastructure), both within the government and among actors and key stakeholders, which hamper effective policy formulation, implementation, and coordination. These weak capacities and constrained financial resources suppress the sector's ability to embrace innovation, withstand the impacts of CC, and chart a course towards long-term sustainability. These constraints are further

¹ Dominica: Rapid Damage and Impact Assessment | GFDRR; Post-Disaster Needs Assessment Dominica | GFDRR.

complicated by a segregated agricultural labour force. Men are more likely to be formally employed in the agriculture sector, while women, who make up the majority of informal workers, are disproportionately vulnerable to hardship². “Women represent about 20% of total farmers in Dominica and are primarily engaged in producing vegetable, tuber, and root crops for both food self-sufficiency and local markets. They are largely engaged in subsistence agriculture to produce food for their households and to participate as street vendors in the informal economy connected to the agriculture and fisheries sectors. As subsistence farmers, women play a critical role in ensuring food security, nutrition, and livelihoods in rural and urban communities. However, these forms of employment lack security, social protection is scarce and many of these women are the heads of single-parent households making them extremely vulnerable. Despite the important role these women play, their voices are not being effectively heard”³. Addressing strategically these intertwined challenges is paramount for enhancing Dominica's agriculture sector resilience and food security and advancing gender equality.

The economy and food security in Dominica have been further impacted by the COVID-19 pandemic (2020-2022) and the on-going Russia-Ukraine conflict. The tourism sector, contributing 37% to GDP, experienced a substantial downturn during the pandemic, with an estimated contribution of only 35-40% of 2019 levels in 2022. According to the World Bank-United Nations Development Programme (UNDP) High-Frequency Phone Survey in December 2021, employment remained 3% points below pre-pandemic levels. Both the pandemic and the Russia-Ukraine war have directly contributed to increased food insecurity, causing disruptions in supply chains and a subsequent increase in food prices. The UN World Food Programme (WFP) Caribbean COVID-19 Food Security and Livelihoods Impact Survey in June 2022 indicated significant food insecurity in the Eastern Caribbean. Globally, double-digit food inflation in 2022⁴ disproportionately affected lower-income households, given their substantial food expenditure. This has clear implications for women and female-headed households because 150 million more women are food insecure than men in the world since 2021, with moderate or severe food insecurity among adult women rising during the pandemic from 27.5 percent in 2019 to 31.9 percent in 202 compared 25.7 to 27.6 percent among men⁵.

Dominica's dependence on food imports exposes it to international food price fluctuations. The Food and Agriculture Organization (FAO) Food Price Index shows international food prices averaging 154.2 percentage points in June 2022, up 29.0 points (23.1%) from the year before. The FAO Cereal Price Index stood at an average of 166.3 points in June 2022, reflecting a 36.0 points (27.6%) increase since June 2021. While international wheat prices decreased by 5.7% in June 2022 after reaching near-record highs in May, they remained 48.5% higher than the previous year.

Amidst pressing challenges related to climate and disaster risks, food inflation, and fiscal constraints, GOCD aspires to become the world's first climate-resilient nation. This ambitious vision is outlined in the National Resilience Development Strategy 2030 and the Climate Resilience and Recovery Plan. Achieving climate resilience necessitates securing financial resources for government services, productive sector investments, and post-disaster recovery.

² UN Women (2022). Women and men's separate on the ground realities in the agricultural and fisheries sectors must be the cornerstone on which policies are developed.

³ <https://www.undp.org/barbados/stories/amplifying-voice-women-farmers-dominica>.

⁴ According to the International Monetary Fund (IMF), studying data from 143 countries over the past 30 years, found that shipping costs are an important driver of inflation around the world: when freight rates double, inflation picks up by about 0.7 percentage point. Most importantly, the effects are quite persistent, peaking after a year and lasting up to 18 months. This implies that the increase in shipping costs observed in 2021 could increase inflation by about 1.5 percentage points in 2022. See <https://www.imf.org/en/Blogs/Articles/2022/03/28/how-soaring-shipping-costs-raise-prices-around-the-world>.

⁵ World Food Programme (2022). WFP and Gender.

The agriculture sector, a critical economic and climate-sensitive industry, requires substantial resources for resilience building. This necessity is outlined in key documents such as the National Agriculture Policy 2021-2030, Dominica Agriculture Disaster Risk Management (DRM) Strategic Plan 2020-2030, the Commonwealth of Dominica Voluntary National Review, National Resilience Development Strategy (NRDS), Dominica Climate Resilience and Recovery Plan 2020-2030 (CRRP), and Dominica's Nationally Determined Contribution. The proposed technical assistance (TA) project aims to implement targeted transformative measures to build resilience within Dominica's agricultural sector.

Ministry of Blue and Green Economy, Agriculture and National Food Security

MBGEANFS holds the responsibility for formulating, executing, monitoring, and coordinating Dominica's agricultural and fisheries policies. Over the years, MBGEANFS has played a crucial role in providing strategic direction, practical training, and technical support services to foster the growth of the crop, livestock, and fisheries sub-sectors. This collaborative effort involves working closely with other ministries, value chain service providers, and development partners.

To enhance accessibility and service delivery, MBGEANFS maintains a permanent office for policy and administration at the Government Headquarters in Roseau, complemented by regional offices dispersed across the country.

Presently, MBGEANFS is actively engaged in the implementation of a five-year project titled "Emergency Agricultural Livelihoods and Climate Resilience Project (EALCRP)," funded by the World Bank and supported by the International Development Association with an allocation of USD24.6 million. This project, which is anticipated to end in May 2025, plays a pivotal role in the recovery of the agriculture, fisheries, and forestry sectors, which were severely impacted by Hurricane Maria in 2017. Additionally, it aims to promote resilient building practices within these sectors.

In collaboration with the Ministry of Economic Affairs and Planning, MBGEANFS manages six programmes consisting of 13 cross-cutting Public Sector Investment Projects. These projects, which are at various stages of implementation, represent a total investment of XCD 46,852,374 (USD 13,564,126) and focus on infrastructure upgrades, research and development, and capacity-building initiatives. All other agricultural development efforts are implemented through the EALCRP. Projects, including the EALCRP, are progressing in line with the Ministry's implementation plan and remain within their original budget estimates. For the fiscal year 2022/2023, the Ministry oversees a recurrent budget of XCD 8,176,835.

For more detailed information regarding the organisational structure and financial capacity of MBGEANFS, please refer to Appendix 4.

16. Proposal/Description:

It is proposed that CDB approve a grant to GOCD of an amount not exceeding the equivalent of seven hundred and forty-nine thousand six hundred and nineteen United States dollars (USD749,619) from its SFR allocated from the CARE Programme to assist GOCD with financing consultancy services and procurement of goods and services for enhancing the sustainability and resilience of the agriculture sector in Dominica.

Components, Outputs and Main Activities

The Project includes two components, each with its respective expected outputs and main activities. They are as follows:

Component 1: Improving Agricultural Productivity and Resilience

Output 1.1: Support for Water Management Systems and Climate Smart Irrigation Technology for Protected Vegetable and Fruits Production provided.

Main Activities

- (a) Establish two living classrooms for innovative irrigation technologies to demonstrate a range of low-cost, climate-smart irrigation technologies⁶. This would include the application and management of appropriate technologies, including the use of alternative inputs such as organic fertilizers and on-farm natural soil enhancers, and the adoption of Participatory Integrated Climate Services for Agriculture (PICSA).
- (b) Conduct a pilot aquaponics project (at four locations)⁷ to test and demonstrate the feasibility of aquaponics as an integrated farming system for enhanced vegetable production.
- (c) Conduct capacity-building initiatives in water resource management and watershed management to enhance the knowledge and skills of farmer groups regarding responsible water use and conservation in Morne Prosper and to augment and complement the work initiated under the UNDP Sustainable Land Management project in Salisbury water catchment.
- (d) Support on-farm irrigation and water storage by installing and rehabilitating on-farm irrigation systems, along with water harvesting and storage infrastructure targeting women and youth in Morne Prosper and other similar catchments.

Output 1.2: Initiatives focusing on capacity-building, upgrading, and the adoption of the Agriculture Climate Risk Information and Management System among Agricultural Service Providers implemented.

Main Activities

- (a) Upgrade of the existing Agricultural Information Management System (AIMS)⁸ and Integration of National Climate (such as vulnerability assessments), Disaster-related (such as erosion monitoring) and Agricultural Production data into the AIMS⁹. The Project would purchase information technology (IT) equipment while data entry and analysis will be done by technical staff.
- (b) Preparation of digital farm soil maps¹⁰. Engagement of a consultant to undertake a desk review of the database developed under the Disaster Vulnerability Reduction Project and other relevant

⁶ Activities include among other things retrofitting of established irrigation systems in targeted communities.

⁷ Selection criteria will include various factors to ensure the project's feasibility, sustainability, and benefits to both agricultural producers and the surrounding community. Key considerations include economic and social impacts, with particular focus on minority groups such as women and youth (e.g., women producers in the Morne Prosper catchment). Environmental aspects, especially water availability, quality, and sustainable use, will be critical. Infrastructure, including irrigation systems, road access, and drainage, will also be assessed, along with crop types and their water requirements. Other relevant factors will be considered for a comprehensive evaluation.

⁸ Activities include among other things support for the Dominica Agriculture and Fisheries (DAF) Census and development/upgrade of digital systems to link producers and buyers. The project will purchase computers, tablets, printers and related equipment as staff are available to carry out the analytical work.

⁹ Activities include among other things support for the DAF Census and development/upgrade of digital systems to link producers and buyers.

¹⁰ The soil database developed under the Disaster Vulnerability Reduction Project (DVRP) will be used to analyse spatial variability in soil types, topography, pH levels, rainfall patterns, and generate farm soil maps. In addition, existing light detection and ranging data from the DVRP project will also be used to support soil mapping.

information and analyse spatial variability in soil types, topography, pH levels, and rainfall patterns to generate farm soil maps.

- (c) Procurement of Soil Testing Equipment and Materials.
- (d) Training for Extension Personnel on the utilisation of soil testing kits and reagents for regular soil analysis to be done by existing Ministry staff.
- (e) Development of Pre- and Post-Disaster Damage Assessment Program targeting agriculture service providers. Training would be carried out by National Disaster Management Office (NDMO) staff.

Output 1.3: Resilient and Sustainable Agriculture and Livelihood Initiatives supported in Vulnerable Communities.

Main Activities

- (a) Digitalisation and publication of existing fisheries, livestock and crop technical packages and guidelines. IT equipment to be purchased and used by existing staff to carry out these processes.
- (b) Establishment of four farmer field schools for demonstrating the application and management of appropriate technologies, including the use of alternative inputs such as organic fertilisers and on-farm natural soil enhancers, and the adoption of PICSA. This would also include the activities mentioned in Output 1.1 (a) as part of the demonstration.
- (c) Procurement of small machines and equipment for on-farm land preparation, soil protection from erosion, and agricultural product protection from pest and disease proliferation. Personal protective equipment (PPE) will also be purchased for the Agriculture Department staff and farmers. Demonstration plots are to be used by extension staff for farmer training.
- (d) Value chain development and enhancement of the agriculture health and food safety infrastructure for selected commodities through training in good agricultural practices, marketing, distribution and export development, and investment in infrastructure, such as cold storage and other facilities¹¹. This would be carried out by a consultant.

Output 1.4: Sustainability plan for key interventions related to agricultural productivity and resilience developed

Main activities

- (a) Development of a sustainability plan by technical staff of MBGEANFS in collaboration with key project stakeholders and beneficiaries.

Component 2: Enhancing the Enabling Environment for Agriculture Development

Output 2.1: Relevant Policies, Strategies, and Action Plans Supported.

Main Activities

- (a) Revision of the 2020 – 2030 Agricultural Disaster Risk Management Plan and completion of the Agricultural Transformation Roadmap which is an implementation plan for the agriculture policy. Address gaps with current programs and strategies and facilitate the integration of disaster risk

¹¹ This initiative will build on previous training provided to twenty agro-processors in good manufacturing practices, packaging and labelling, and costing and pricing implemented by Caribbean Technology Consultancy Services in collaboration with the OECS Competitive Business Unit and ended in August 2024.

management and CC mitigation and adaptation considerations into the budgeting and implementation of sub-sectorial programs.

- (b) Assessment of the readiness and mainstreaming of national disaster risk management within the agricultural sector in Dominica. This assessment will focus on the extent to which appropriate legislation and policies are in place to allow the agriculture sector to fully implement CC and DRM.
- (c) Development of model farm DRM plans tailored for protected agricultural systems, fisheries, and livestock. A single consultancy will undertake (a), (b) and (c).
- (d) Development and implementation of an agriculture land bank policy and action plan to serve as a guiding framework. This document will outline the principles, regulations, and strategies for effective agricultural land resources management, providing a roadmap for practical policy implementation. A consultant would be hired.
- (e) Development and implementation of an agro-processing policy and action plan¹² to serve as a guiding framework. This document will outline the principles, regulations, and strategies for enhancing agro-processing, providing a roadmap for practical policy implementation. A consultant would be hired to undertake this work.

Output 2.2: Coordination Mechanism and Incentives for Integrating Disaster Risk Management and Climate Change Adaptation in the Agriculture Sector Supported.

Main Activities

- (a) Support the implementation of the Global Centre for Agricultural Resilience Roadmap and ADRM/Climate Change Adaptation (CCA) Coordination Mechanism to ensure efficient coordination between DRM and CCA initiatives. A management information system consultant would be hired to develop a clearing house system in the MBGEANFS to facilitate effective coordination between CC and DRM initiatives in order to avoid duplication and gaps and provide regular information to government and partners. This will include support for ICTs, software and publications.
- (b) Design an incentive scheme to promote investment in DRM and CCA for root crop farms and the conversion of idle vacant arable tree crop lands into sustainable and resilient agricultural production including relevant policy and legal framework. A consultant would be hired for this task.

In line with CDB's objective to increase resilience of national and local institutions and communities to disaster risk and CC, it is critical to focus on those most vulnerable to food insecurity, so the Project will prioritise the participation of women and youth in decision-making through training and capacity-building activities and ensure that sex and age-disaggregated data on participants is collected as part of the monitoring of the activities under each component.

A Results Monitoring Framework for the Project is presented at Appendix 5.

17. Project Outcome

The expected outcomes of the TA are:

- (a) Enhanced agricultural productivity and community resilience to CC.
- (b) Strengthened enabling environment for agriculture development and disaster resilience.

¹² The policy will support the governance and management of the proposed national agro-processing facility. This is being financed through the CARIFORUM-European Union (EU)-Economic Partnership Agreement Caribbean Single Market and Economy Standby Facility under the technical assistance titled "Increasing Dominica Participation in the Agro-Processing Value Chain".

18. Project Justification and Benefits:

CC and disaster impacts pose significant threats to Dominica's agricultural sector, undermining its stability and sustained productivity. There is also increasing concern with the differential impact of CC and disaster risks on the lives and livelihoods of women, men, and their families, increasing the vulnerability of poor households. This TA project is a strategic initiative that uses a multifaceted approach to help address some of the pressing challenges confronting the country's agricultural sector. As designed, the TA project will foster positive transformation in the sector by improving agricultural practices, embracing climate-resilient technologies, and enhancing resilience-building efforts.

The TA project's focus on water management and climate irrigation technology is crucial. Given the increasing frequency and severity of extreme weather events such as droughts and heavy rainfall, effective water management has become indispensable for maintaining agricultural productivity. The TA project underscores this aspect by promoting low-cost, climate-smart irrigation technologies. By establishing innovative learning spaces, and launching aquaponics initiatives, the project seeks to improve water resource utilisation in agriculture, thereby mitigating the adverse effects of CC.

The TA project is also focused on capacity building for climate risk management. It provides financing to equip agricultural service providers with the necessary knowledge and tools to help effectively manage climate risks. The integration of climate and disaster-based agricultural data, soil mapping and testing, and disaster impact assessment training will empower these providers to make informed decisions, enhancing the sector's resilience against climate-induced challenges. Importantly, the training and capacity-building plans to build human capital can serve as an entry point to CDB's contribution to gender equality in Dominica by prioritising the participation of women and increasing their involvement in the agriculture sector, which is in line with priorities outlined in the NRDS and CRRP to scale-up equal participation in decision-making to climate action.

Consistent with CDB's strategic objective for building social resilience in the area of agriculture and rural development, as well as CDB's Agriculture Sector Policy and Strategy's objective for creating a sustainable and resilient agri-food system through more efficient resource use and increased resilience to shocks, climate change and natural hazard events, this project seeks to empower vulnerable communities and marginalised groups- such as women and youth, who are often disproportionately affected by climate and disaster impacts, by financing resilient agriculture initiatives in these communities. Initiatives such as digitalisation of technical guidelines, and farmer field schools, not only enhance the livelihoods of these communities but also contribute to overall food security and sustainable agriculture practices.

The TA project takes a holistic approach by supporting policy development and coordination mechanisms. Aligning the ADRM Plan and the National Agricultural Policy with current programmes and strategies ensures that DRM and CCA are integrated effectively. This harmonisation fosters a conducive environment for sustainable agriculture development.

The TA project is anticipated to result in long-term benefits for both the agriculture community and the country as a whole as it lays the foundation for the transformation of Dominica's agriculture sector into an efficient and productive agri-food industry. By mitigating risks, promoting climate-smart practices, and ensuring profitable livelihoods in highly vulnerable farming areas and communities, the project paves the way for sustained agricultural growth and prosperity. This transformation aligns with Dominica's vision of becoming a climate-resilient nation, fostering economic stability, ensuring

food security, improving gender equality through equitable access to decision-making¹³, and enhancing resilience in the face of global challenges, including CC.

The Project has a performance assessment score of 3.5. The Performance Rating System is shown at Appendix 6.

19. Risks and Mitigation Measures:

ORM reviewed the risk assessment and mitigation performed by Project Operations Team. The project residual risk is acceptable (minor/moderate).

Risk Category	Risk Type	Description of Risk	Mitigation Measures
Developmental	Institutional Capacity for Implementation and Sustainability	Unexpected changes in team roles and management within MBGEANFS.	Project Monitoring & Reporting by Implementation Team, with regular supervision meeting and thorough project documentation to facilitate updated information sharing and smooth transition if changes occur among team members. Residual Risk: minor
Operational	Fiduciary	Value for money risk – risk to budget sizing for the project activities, deliverables, outcomes.	A comprehensive project cost estimation was conducted, taking into account current market conditions and drawing insights from costs incurred in previously funded-projects. Residual Risk: moderate
Developmental	Institutional Capacity for Implementation and Sustainability	Risk to quality and timeliness of project delivery	An experienced staff of MBGEANFS will be assigned as Project Coordinator (PC) to coordinate the execution of project activities. This includes ensuring effective project planning, technical supervision, timely and high-quality deliverables, and reporting to CDB. In addition, an experienced procurement staff will be assigned to assist the PC from MBGEANFS. with procurement-related matters. Residual Risk: minor
Developmental	Sustainability	Project assets not maintained reducing their lifecycle and sustainability of project outcomes	A maintenance plan will be developed by MBGEANES to support continued capacity-building and agricultural productivity post-project implementation. Residual Risk: minor

¹³ 'The State of Agriculture in the Caribbean' (CDB/FAO 2019).

20. Environmental and Social Impact

The TA project is anticipated to generate tangible and positive outcomes while ensuring there are no adverse environmental or social impacts. Specifically, it will offer comprehensive guidance and support for making climate-resilient investments in the agriculture sector, spanning short, medium, and long-term planning horizons. The project activities are mainly policy formulation, strategic planning, development of manuals and tools, training and capacity building and information and communication technology. Project activities with potential negative environmental impacts have been identified along with potential mitigation measures, as described in Table 3 below. Potential environmental impact comes from the use of farm chemicals. However, a minimal amount will be used. Agriculture staff are also already trained in the use of PPE with additional units to be provided by the project. Through this project, it is likely that Dominica will enhance resilience and sustainability within its agricultural practices while addressing gender dynamics in the context of CCA. All training and capacity-building initiatives within the project will promote gender equality. Moreover, it is acknowledged that a gender-responsive CC programme recognises the roles of the youth and women as equally important as men's in addressing environmental and development issues and that their needs and dependence on resources can significantly differ.

Climate Change and Natural Hazard Risk Summary

Some project activities will be exposed to natural hazards including floods, intense rainfall, tropical storms, hurricanes, and earthquakes. This exposure could lead to potential disruptions, and possible minor damage, and losses to on-farm equipment and the pilot aquaponics project. The Project will ensure that equipment is safely stored, and the aquaponics project is designed to minimise disaster-related risks wherever possible.

21. Project Implementation:

The Project will be implemented by the Division of Agriculture within MBGEANFS. As such, MBGEANFS, under the Permanent Secretary, would be the principal organisation responsible for all aspects of project execution including technical and fiduciary. MBGEANFS will assign a PC, who will be responsible for coordinating the execution of project activities, ensuring the project technical supervision and quality of deliverables. The PC will be responsible for the day-to-day administration of the project, including its coordination, procurement, financial management, reporting and safeguards. MBGRANFS will also make staff available to provide support in administration, accounting and procurement whose inputs would be coordinated by the PC. The qualifications of the PC and other staff assigned to the project should be acceptable to CDB. The assignment of the PC by MBGEANFS shall be a condition precedent to the first disbursement of the grant. The duties and responsibilities of the PC are presented at Appendix 7.

MBGEANFS will also designate staff from relevant units to carry out specific activities as well as counterpart staff to work with the consultants to be hired under the project. For example, staff from the Policy and Administration Unit would be providing support to the consultants updating or revising policies and/or strategies. Staff from Extension Services would work with the value chain and CCA consultants respectively, as well as provide the training for the FFS and living classrooms. In addition, staff from the NDMO would provide training in pre- and post-disaster assessment for agricultural service providers.

Additionally, MBGEANFS will formulate a sustainability plan in collaboration with key project stakeholders and beneficiaries to ensure the long-term success of key interventions, particularly those under Component 1. This includes Output 1.1: Support for Water Management Systems and Climate-

Smart Irrigation Technology for Protected Vegetable and Fruit Production, and Output 1.3: Resilient and Sustainable Agriculture and Livelihood Initiatives in Vulnerable Communities. The sustainability plan will outline strategies for managing, utilising and maintaining assets acquired during the project. It will outline how these assets will be leveraged to support post-project capacity-building efforts, ensuring continuous skill development for agriculture stakeholders. The Plan will be integrated into MBGEANFS's broader workplan, with leadership and oversight provided by the Extension Department (ED). This will ensure that sustainability measures are institutionalised.

Consultancy Services will be required for the implementation of project activities as per the following draft TORs Appendix 8A to 8G:

- (a) Appendix 8A: Agricultural Policy Specialist.
- (b) Appendix 8B: Agro-Processing Specialist.
- (c) Appendix 8C: Climate Change Adaptation Specialist in Agriculture.
- (d) Appendix 8D: Land Management Specialist.
- (e) Appendix 8E: Land Policy Specialist.
- (f) Appendix 8F: Management Information System Specialist.
- (g) Appendix 8G: Value Chain Specialist.

The Project will be executed over a 24-month period according to the Work Implementation Schedule presented at Appendix 9.

A Project Steering Committee (PSC) will be formed to provide oversight and strategic guidance to the project and will meet virtually or in-person every quarter to review the project. The establishment of the PSC by MBGEANFS shall be a condition precedent to the first disbursement of the grant. The composition of the PSC and its roles responsibilities are described in Appendix 10.

The Division of Agriculture will formulate a sustainability plan to ensure the long-term viability of key interventions, particularly those under Component 1. This includes Output 1.1: Support for Water Management Systems and Climate-Smart Irrigation Technology for Protected Vegetable and Fruit Production, and Output 1.3: Resilient and Sustainable Agriculture and Livelihood Initiatives in Vulnerable Communities. The sustainability plan will outline strategies for the secure management and optimal utilisation and maintenance of assets acquired during the project. The Plan will outline how assets will be leveraged to support post-project training and capacity-building initiatives, ensuring continuous skill development among agriculture stakeholders. The Plan will be integrated into the Division of Agriculture's broader workplan, with leadership and oversight provided by ED. This will ensure that sustainability measures are institutionalised.

MBGEANFS is expected to submit the initial grant disbursement application to CDB no later than February 28, 2025. The disbursement of the grant funds is scheduled to be completed by September 30, 2026.

22. Cost and Financing

The total cost of the Project is estimated at USD1,240,751. CDB will fund 60% (USD749,619) of the project costs as outlined in Section 14 above. CDB's contribution will be met through a grant from its SFR allocated from the CARE Programme. The counterpart funding from the GOCD represents 40% (USD491,132).

23. Procurement:

Procurement of consultancy services shall be in accordance with CDB's Procurement Policy for Projects Financed by CDB (November 2019) and CDB's Procurement Procedures for Projects Finance by CDB (January 2021). Financing shall be provided under the CARE agreement thus procurement eligibility shall be extended to countries eligible for procurement under EU-funded projects which are not CDB Member Countries, in accordance with the EU Eligibility Rules. The Procurement Plan is shown at Appendix 11.

24. Adjudication and Review Committee Recommendation:

The Adjudication Review Committee considered this proposal on November 28, 2024, and agreed to recommend it for the approval of the President.

25. Recommendation:

It is recommended that the President approve a grant to GCOD of an amount not exceeding the equivalent of seven hundred and forty-nine thousand six hundred and nineteen United States dollars (USD749,619) from CDB's SFR allocated from the CARE Programme resources to assist GOCD with financing consultancy services and procurement of goods and services for enhancing the sustainability and resilience of the agriculture sector in Dominica, as stated in paragraph 16 above on CDB's standard terms and conditions and on the terms and conditions set out in Appendix 1.

L. O'Reilly Lewis

November 28, 2024

L. O'Reilly Lewis
Director (Ag), Projects Department

Date

26. Approved by:

Isaac Solomon

November 29, 2024

Isaac Solomon
President (Ag)

Date

SUPPORTING DOCUMENTATION

Appendix 1	Terms and Conditions
Appendix 2	Gender Marker
Appendix 3	Detailed Budget
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TERMS AND CONDITIONS

It is proposed that the Grant be made on CDB's standard terms and conditions and on the following terms and conditions:

No.	Subject	Terms and Conditions of the Grant
1.	Parties	<u>Bank</u>: Caribbean Development Bank (CDB) <u>Beneficiary</u>: Government of the Commonwealth of Dominica (GOCD)
2.	Amount of Grant	The Bank agrees to make available to the Beneficiary by way of grant, an amount not exceeding the equivalent of seven hundred and forty-nine thousand six hundred and nineteen United States dollars (USD749,619) from the Special Funds Resources (SFR) of the Bank allocated from the Caribbean Action for Resilience Enhancement (CARE) Programme (the Grant).
3.	Purpose	The purpose for which the Grant is being made is to assist the Beneficiary in financing consultancy services and procurement of goods and services for enhancing the sustainability and resilience of the agriculture sector in the Commonwealth of Dominica, more particularly described in paragraph 16 of the Paper (the Project).
4.	Disbursement of Grant	Except as the Bank may otherwise agree, disbursement of the Grant shall be made by the Bank to the Beneficiary as follows: (a) an amount not exceeding the equivalent of one hundred and twelve thousand four hundred and forty-three United States dollars (USD112,443) shall be paid to the Beneficiary as an advance (the Advance) on account of expenditures in respect of the Project after receipt by the Bank of: (i) a request in writing from the Beneficiary for such funds; and (ii) evidence, acceptable to the Bank that the condition(s) precedent to first disbursement of the Grant has/have been satisfied; and (b) the balance of the Grant (the Balance) shall be paid to the Beneficiary periodically after receipt by the Bank of an account and documentation satisfactory to the Bank in support of expenditures incurred by the Beneficiary in respect of, and in connection with, the Project. The Bank shall not be under any obligation to make: (a) the first payment of an amount of the Balance until the Bank shall have received an account and documentation satisfactory to the Bank, in support of expenditures incurred by the Beneficiary with respect to the Advance; (b) any subsequent payment of an amount of the Balance until the Bank shall have received: (i) an account and documentation,

No.	Subject	Terms and Conditions of the Grant
		satisfactory to the Bank, in support of expenditures incurred by the Beneficiary in respect of or in connection with the Project; and (ii) the requisite number of copies of the reports or other deliverables, in form and substance acceptable to the Bank, required to be furnished by the Beneficiary to the Bank in accordance with the Reporting Requirements (as defined below); and (c) payments exceeding the equivalent of six hundred and seventy-four thousand six hundred and fifty-seven United States dollars (USD674,657) representing ninety percent (90%) of the amount of the Grant until the Bank shall have received: (i) the requisite number of copies of the reports or other deliverables, in form and substance acceptable to the Bank, required to be furnished by the Beneficiary to the Bank in accordance with the Reporting Requirements and (ii) a certified statement of the expenditures incurred by the Beneficiary in respect of, and in connection with the Project. The Beneficiary shall comply with the Bank's "<i>Disbursement Guidelines for CDB-Financed Projects</i>" published in January 2019, which may be amended from time to time by the Bank.
5.	Period of Disbursement	The Bank shall have received an application for first disbursement of the Grant by December 31, 2024, or such later date as may be specified in writing by the Bank. The Grant shall be disbursed up to September 30, 2026, or such later date as may be specified in writing by the Bank.
6.	Procurement	Except as provided below, procurement of goods, works and/or services to be financed from the Grant resources shall be in accordance with the following policy and procedures or such other policy or procedures as the Bank may from time to time specify in writing: <i>Procurement Policy for Projects Financed by CDB (November 2019)</i> <i>Procurement Procedures for Projects Financed by CDB (January 2021)</i> The following procurement exceptions apply: Eligibility for procurement shall be extended to countries eligible for procurement under EU-funded projects, which are not Member Countries of the Bank. The Beneficiary shall comply with the procurement requirements set out in the Procurement Plan. Any revisions to the Procurement Plan shall require the Bank's prior approval in writing.
7.	Additional Condition(s)	The Bank shall not be obliged to make the first disbursement of the

No.	Subject	Terms and Conditions of the Grant
	Precedent to First Disbursement	Grant until the Beneficiary has furnished or caused to be furnished to the Bank evidence acceptable to the Bank, that the following condition(s) have been satisfied: (a) the PC has been assigned. (b) the PSC has been established.
8.	Project Implementation	Except as the Bank may otherwise agree, the Beneficiary shall implement the Project through the Ministry of Blue and Green Economy, Agriculture and National Food Security.
9.	Project Management	The Beneficiary shall establish and, for the duration of the Project, maintain a PSC with the composition and functions described in the Composition, Role and Responsibilities of the Project Steering Committee. The Beneficiary shall assign as PC a person with qualifications and experience acceptable to the Bank, to carry out the duties and responsibilities set out in the Duties and Responsibilities of the Project Coordinator. The qualifications and experience of any person subsequently assigned to the position of PC shall be acceptable to the Bank. To this end, the Beneficiary shall inform the Bank of all appointments it proposes to make for PC and obtain the Bank's no-objection.
10.	Engagement of Consultant(s)	The Beneficiary shall, in accordance with the procurement policy and procedures applicable to the Grant, select and engage consultant(s) to provide the following consulting services in accordance with the respective TOR: (a) Agricultural Policy Specialist; (b) Agro-Processing Specialist; (c) Climate Change Adaptation Specialist; (d) Land Management Specialist; (e) Land Policy Specialist; (f) Management Information System Specialist; (g) Value Chain Specialist. (Consulting Services) The Beneficiary shall, within a timeframe acceptable to the Bank, implement such recommendations arising from the Consulting Services, as may be acceptable to the Bank.

No.	Subject	Terms and Conditions of the Grant
11.	Beneficiary's Contribution to the Project	Except as the Bank may otherwise agree, the Beneficiary shall: (a) meet or cause to be met: (i) the cost of the items designated for financing by the Beneficiary in the Detailed Budget; (ii) any amount by which the cost of the Project exceeds the cost set out in the Detailed Budget; and (iii) the cost of any other items needed for the purpose of, or in connection with, the Project; and (b) provide all other inputs required for the punctual and efficient implementation of the Project, which are not being financed by the Bank.
12.	Reports and Information	Except as the Bank may otherwise agree, the Beneficiary shall furnish or cause to be furnished to the Bank the reports and/or information required to be furnished to the Beneficiary and the Bank in accordance with the relevant TORs for the Consultancy Services, the Composition, Role and Responsibilities of the Project Steering Committee and the Duties and Responsibilities of the Project Coordinator, in the form specified therein, or in such form or forms as the Bank may require, not later than the times specified therein for so doing (Reporting Requirements).
13.	CARE Programme Conditions	<u>Information and Visibility:</u> Unless the European Commission requests or agrees otherwise, the Beneficiary shall take all appropriate measures to publicise the fact that the Action has received funding from the EU. Information given to the press, as well as all related publicity material, official notices, reports and publications shall acknowledge that the Action was carried out "with funding by the European Union" and shall display the EU logo (twelve yellow stars on a blue background) in an appropriate way. Publications by the Beneficiary pertaining to the Action, in whatever form and whatever medium, including the internet, shall carry the following disclaimer: "This document was produced with the financial assistance of the European Union. The views expressed herein can in no way be taken to reflect the official opinion of the European Union." Such measures shall be carried out in accordance with the Communication and Visibility Requirements for EU External Action published by the European Commission, or with any other guidelines agreed between the European Commission and CDB. <u>Access and financial checks:</u> • The Beneficiary shall allow the European Commission, or any authorised representatives, to conduct desk reviews and on-the-spot checks on the use made of the EU Contribution on the basis of supporting accounting documents and any other document related to the financing of the Action:

No.	Subject	Terms and Conditions of the Grant
		• The Beneficiary agrees that OLAF may carry out investigations, including on-the-spot checks and inspections, in accordance with the provisions laid down by EU law for the protection of the financial interests of the EU against fraud, corruption and any other illegal activity. • The Beneficiary undertakes to provide officials of the European Commission, OLAF and the European Court of Auditors and their authorised agents, upon request, information and access to any documents and computerised data concerning the technical and financial management of operations financed under the Agreement, as well as grant them access to sites and premises at which such operations are carried out. The Beneficiary shall take all necessary measures to facilitate these checks in accordance with its Regulations and Rules.

GENDER MARKER

Project Cycle Stage	Criteria	Score
Analysis: Background	Sex-disaggregated data included in the background analysis, and/or baselines and indicators, or collection of sex-disaggregated data required in Terms of Reference (TOR).1	1
	Socioeconomic/Sector/Institutional analysis considers gender disparities, or TOR require the identification of socioeconomic, sectoral and institutional gender issues.	.5
Design: Project Proposal/Definition /Objective	Technical Assistance interventions are designed, or will be identified as part of the project, that address gender disparities or enhance gender capacities.	1
	Project objective/outcome includes the enhancement of gender capacities, gender data collection, gender equality or the design of gender-responsive policies or guidelines.	
Total Score		2.5
Marginally Mainstreamed: The Project has limited potential to contribute to gender equality.		

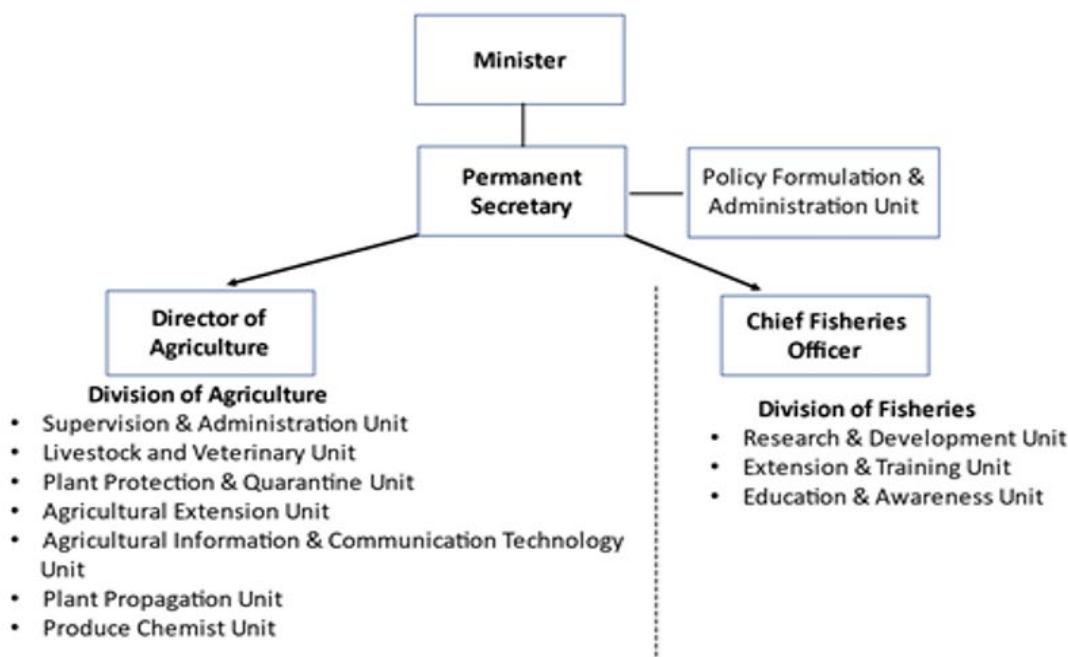
DETAILED BUDGET
(USD)

ITEM	TOTAL
Output 1.1: Water Management Systems and Climate Smart Irrigation Technology for Protected Vegetable and Fruits Production Supported	359,400
Living Classroom for Innovative Irrigation Technologies: Purchase of equipment, inputs, consumables and materials, local staff and training costs	
Pilot Aquaponics Project for Sustainable Agriculture	
Training and Capacity Building in Water Resource Management	
On-Farm Irrigation and Water Storage Programme	
Output 1.2: Build Capacity for the Adoption of an Agriculture Climate Risk Information and Management System among Agricultural Service Providers	274,510
Integration of national climate and disaster-related agricultural data into AMIS (cost of existing staff and operating expenses)	
Computers, tablets, printers, peripherals for above	
Preparation of Digital Farm Soil Maps	
Procurement of Soil Testing Equipment and Materials, and training of extension staff	
Pre- and Post-Disaster Damage Assessment Training	
Output: 1.3: Resilient and Sustainable Agriculture and Livelihood Initiatives Supported in Vulnerable Communities	281,240
Digitalisation of Technical Package Guidelines	
Farmer Field School for Training in Alternative Inputs	
Procurement of Small Machines and Equipment for Land Preparation and pest and disease management	
Value Chain Development for Selected Commodities (consultant)	
Enhancement of the Agriculture Health and Food Safety (AHFS) Infrastructure (equipment purchase)	
Output 2.1: Relevant Policies, Strategies, and Action Plans supported	88,925
Review and Alignment of ADRM Plan and Transformation Strategy Assessment of NDRM Readiness and Mainstreaming Development of Model Farm Disaster Risk Management (FDRM) Plans	
Development and Implementation of an Agriculture Land Bank Policy and Action Plan (consultant)	
Development and Implementation of an Agro processing Policy and Action Plan (consultant)	
Output 2.2: Coordination mechanism and incentives for integrating DRM and CCA in the agriculture sector supported	48,000
Implementation of Global Centre for Agricultural Resilience (GCAR) Roadmap and ADRM/CCA Coordination Mechanism	
Creation of Incentive Scheme for DRM and CCA Investment (Consultant)	
Project Management	
Staffing Costs	82,152
Publication and Communication	15,000
SUB-TOTAL	1,149,227
Contingencies	81,524
Transfer Fees	10,000
TOTAL	1,240,751
PERCENTAGE	100%

ORGANISATIONAL STRUCTURE AND FINANCIAL CAPACITY

1. The Ministry of Blue and Green Economy, Agriculture and National Food Security (MBGEANFS) has a total of 262 staff who are employed on a permanent, non-established, or contractual basis. The Ministry is headed by the Minister, with administrative management support provided by the Permanent Secretary. The Fisheries Division and the Division of Agriculture are responsible for implementing programmes and projects to support the Ministry's policy objectives.

MBGEANFS adheres to financial policies and procedures that align with those of the Ministry of Finance and the Finance (Administration) Act of 63:02 of the 2017 revised laws of the Commonwealth of Dominica.



2. As the Ministry's Accounting Officer, the Permanent Secretary oversees all financial activities and directly manages the Accounts Department, which includes a Senior Executive officer, a Senior Accounts Clerk, and two Junior Accounts staff members. Additionally, a dedicated Project Officer supports capital accounting processes.

3. To mitigate risks and address their underlying causes and consequences, the Ministry has designed, implemented, and applied a comprehensive set of internal controls. These controls cover various aspects, including but are not limited to:

- (a) Control of Environment: Ensuring that the work environment is conducive to sound financial practices.
- (b) Assessment of Risk: Identifying and evaluating potential risks associated with financial operations.
- (c) Control of Operational Activities: Implementing measures to govern and optimise daily financial operations.
- (d) Monitoring of Control Processes: Continuously reviewing and assessing the effectiveness of established control processes.
- (e) Sufficient Communication of Information: Facilitating clear and effective communication of financial information within the Ministry.

RESULTS FRAMEWORK

Narrative Summary	Performance Indicators	Baseline	Target	Data Sources/MOV
Project Impact: To enhance Dominica's agricultural productivity, resilience, sustainability, and food security				
Outcome 1: Enhanced agricultural productivity and community resilience to climate change.	Number of agriculture stakeholders (disaggregated by sex) adopting appropriate technologies or implementing good agricultural practices.	0	By September 2026 100	(a) Survey with agricultural stakeholders in target project intervention areas.
	Disaster risk management and climate change adaptation and mitigation considerations are incorporated in Agriculture sector budget planning by Government of the Commonwealth of Dominica (GCOD)	2023 No	By September 2027 Yes	(b) Supervision Reports. (c) Ministry of Blue and Green Economy, Agriculture and National Food Security (MBGRANFS) Technical Reports.
Outcome 2: Strengthened enabling environment for agriculture development and disaster resilience.	Approval of revised Agricultural Disaster Risk Management (ADRM) Plan and National Agricultural Policy by cabinet of ministers of GCOD.	2023 No	By September 2026 Yes	Minutes of GCOD cabinet of ministers meeting.
Outputs				
1.1. Support for Water Management Systems and Climate Smart Irrigation Technology for Protected Vegetable and Fruits Production provided.	Number of water management systems and /or innovative technologies implemented	2023 0	By September 2026 6 (Two living classroom for innovative irrigation technologies and 4 pilot aquaponics projects).	Project Progress Reports and Final Report.
	Number of farmers (disaggregated by sex) receiving on-farm irrigation, water harvesting and water storage equipment.	2023 0	By September 2026 75	Project Progress Reports and Final Report.
	Number of farmers/entrepreneurs (disaggregated by sex) receiving	2023 0	By September 2026 100	Project Progress Reports and Final Report.

Narrative Summary	Performance Indicators	Baseline	Target	Data Sources/MOV
	training in water resources management and good agricultural practices.			
1.2. Initiatives focusing on capacity building, upgrading, and the adoption of an Agriculture Climate Risk Information and Management System among agricultural service providers implemented.	Successful completion of the upgrade for the Agricultural Information Management System.	2023 No	By September 2026 Yes	Project Progress Reports.
	Completion of soil spatial analysis and mapping.	2023 No	By September 2026 Yes	Consultant Final Report.
	Number of extension personnel (disaggregated by sex) trained on the utilisation of soil testing kits and reagents and safety procedures.	2023 0	By September 2026 10	Project Progress Reports.
1.3 Resilient and sustainable agriculture and livelihood initiatives supported in vulnerable communities.	Completion of the digitalisation and publication of existing fisheries, livestock and crop technical packages and guidelines.	2023 No	By September 2026 Yes	Project Progress Reports. Publication of existing fisheries, livestock and crop technical packages and guidelines by MBGRANFS.
	Number of Farmer Field Schools established for demonstrating the application and management of appropriate technologies.	2023 No	By September 2026 4	Project Progress Reports.
	Number of farmers (disaggregated by sex) trained in the use of alternative inputs.	2023 0	By September 2026 75	Project Progress Reports.
	Number of farmers (disaggregated by sex) accessing small machines and equipment for land preparation.	2023 0	By September 2026 30	Project Progress Reports.
	Number of AHFS infrastructure projects completed.	2023 0	By September 2026 4	Project Progress Reports.
1.4 Sustainability plan for key interventions related to agricultural productivity and resilience developed	Completion of the sustainability plan	2023 No	By September 2026 Yes	Project Progress Reports.

Narrative Summary	Performance Indicators	Baseline	Target	Data Sources/MOV
2.1 Relevant policies, strategies, and action plans supported.	Completion of the revision of the National ADRM and National Agricultural Transformation Strategy.	2023 No	By September 2026 Yes	Consultant Final Report.
	Completion of the assessment of the readiness and mainstreaming of NDRM.	2023 No	By September 2026 Yes	Consultant Final Report.
	Number of Model Farm Disaster Risk Management Plans developed.	2023 0	By September 2026 6	Consultant Final Report.
	Completion of the Agriculture Land Bank Policy and Action Plan.	2023 No	By September 2026 Yes	Consultant Final Report.
	Completion of the Agro-processing Policy and Action Plan.	2023 No	By September 2026 Yes	Consultant Final Report.
2.2. Coordination mechanism and incentives for integrating DRM and CCA in the agriculture sector supported.	Clearing house mechanism established in MBGEANFS for effective coordination between DRM and CCA initiatives.	2023 No	By September 2026 Yes	Consultant Final Report.
	Successful design and implementation of an incentive scheme for DRM and CCA investment.	2023 No	By September 2026 Yes	Consultant Final Report.
	Completion of the preparation of farm soil maps.	2023 No	By September 2026 Yes	Consultant Final Report.

PERFORMANCE RATING SYSTEM

CRITERIA	SCORE	JUSTIFICATION
Relevance	4	The TA project aligns with the GCOD's vision and commitment to establishing Dominica as the first climate resilience nation in the world. Building resilience in the agriculture sector remains a key priority for Dominica as demonstrated through the National Agricultural Policy for 2021-2030, the plan by the GCOD to establish a "Global Centre for Agriculture Resilience", and its adoption and consistent implementation of the Agriculture and Food Systems Transformation Roadmap. This is in keeping with the objectives outlined in Dominica's National Adaptation Plan (NAP), as well as international and regional commitments regarding agriculture and climate change mitigation and adaptation. This TA project aligns with the seven guiding principles of the NAP: (a) Agriculture system and supply chain resilience and sustainability. (b) Agro-entrepreneurship and value creation. (c) Agriculture and food systems transformation. (d) Decent work, self-reliance, and livelihood protection. (e) Inclusion, gender equity, and co-management. (f) Policy coherence and institutional cohesion. (g) Knowledge management, fore-sighting, and flexibility. The TA project is also consistent with CDB's Agriculture Sector Policy and Strategy's objective for creating a sustainable and resilient agri-food system through more efficient resource use and increased resilience to shocks, climate change and natural hazard events. It aligns with CARE's objectives. Specifically, it will contribute to achieving CARE's outcome "Community Infrastructure and livelihood resilience to CC effects and natural hazards enhanced".
Effectiveness	4	Under the leadership of MBGEANFS, the TA project will employ a dedicated team comprising a Project Coordinator, administrative staff, and technical experts specialising in water management, climate irrigation technology, and agriculture climate risk management. This team will be carefully selected to provide technical guidance and ensure the quality of project deliverables. Furthermore, the Project will actively engage key stakeholders, including government agencies, local communities, agricultural experts, and non-governmental organisations, fostering their support and alignment with project objectives. The team will regularly track progress in implementation, propose necessary adjustments for expeditious implementation, and submit regular reports to CDB. CDB, in turn, will conduct consistent project supervision and provide ongoing technical support to the team, facilitating project implementation and enhancing the project's overall effectiveness.
Efficiency	3	The TA project will implement robust budgetary control and oversight mechanisms to efficiently manage grant resources. Expenditures will be closely monitored to align with the allocated budget, preventing any budget overruns and identifying areas where cost-effectiveness can be enhanced. The PC will play a pivotal role in ensuring the efficient execution of tasks within the

CRITERIA	SCORE	JUSTIFICATION
		established budget and timelines, ultimately contributing to the achievement of project outputs and expected outcomes. For the procurement of goods and services necessary for most project components and activities, a competitive process will be employed, striking a balance between cost-effectiveness and upholding high-quality standards. The Project will maintain transparent and accountable procurement practices, carefully selecting the most suitable suppliers and consultants. In essence, the TA project will employ effective financial management practices, optimising the allocation of financial resources to facilitate the timely realisation of project objectives, namely, improving agricultural productivity and resilience, and enhancing the enabling environment for agriculture development in Dominica.
Sustainability	3	The TA project aims to create an enabling environment for investment and provide comprehensive capacity development at both technical and community levels for the sustainable management of natural resources, particularly soil and water. MBGEANFS is fully committed to sustaining and building on the achievements of the project beyond the funding period. The Division of Agriculture will develop and integrate a sustainability plan into its broader workplan, ensuring the long-term viability of key interventions, with leadership and oversight by the extension department. Additionally, a significant portion of the revenue generated by project-supported community-based enterprises is expected to be reinvested in resilient agricultural initiatives. This approach not only ensures the project's sustainability but also facilitates access to additional financial resources from various funding sources aimed at enhancing resilience and sustainability in Dominica's agriculture sector.
Overall Score	3.5	

DUTIES AND RESPONSIBILITIES OF THE PROJECT COORDINATOR

1. The Project Coordinator (PC) will have the following responsibilities:

(a) Project Management:

- (i) Develop and maintain a detailed project plan, including timelines, milestones, and deliverables.
- (ii) Coordinate and oversee all project activities, ensuring their timely and successful completion.
- (iii) Monitor project progress, identify potential risks and issues, and develop mitigation strategies.
- (iv) Facilitate effective communication and collaboration among project stakeholders.
- (v) Oversee all incoming and outgoing project documentation.
- (vi) Update project procurement plan as necessary and at least annually.
- (vii) Prepare regular progress reports and present them to project stakeholders.

(b) Financial Management:

- (i) Assist with the financial management of the project, including budgeting, tracking expenditures, and ensuring compliance with funding requirements.
- (ii) Coordinate the engagement of consultants and the procurement of goods and services.
- (iii) Monitor project expenditures and ensure efficient utilisation of project funds.

(c) Technical Implementation:

- (i) Work closely with the Ministry of Agriculture and all relevant agencies to coordinate and oversee the implementation of project activities.
- (ii) Coordinate the work of consultants and relevant agencies to complete the assignment.
- (iii) Provide guidance and relevant support to consultants and agencies executing tasks under the project.

(d) Stakeholder Engagement and Gender Equality:

- (i) Liaise with relevant government agencies and community stakeholders to ensure their active participation and support in the project.
- (ii) Organise and facilitate meetings, workshops, and training sessions to promote stakeholder engagement and collaboration.
- (iii) Foster effective relationships and partnerships with key stakeholders to achieve project objectives.
- (iv) Ensure gender equality considerations are incorporated at appropriate stages during project implementation.

(e) Reporting and Deliverables:

- (i) The PC will report key deliverables to the Permanent Secretary (PS) Ministry of Agriculture.
- (ii) Preparation of a work plan with timeline for the project.
- (iii) Preparation of progress narrative and financial reports on a monthly and quarterly basis highlighting project advancement, challenges and adjustments. Upon validation of these reports by the PS Ministry of Agriculture, submit them to CDB for review and approval.
- (iv) Prepare minutes of Project Steering Committee Meetings.

2. Qualifications and Experience

2.01 The ideal candidate for the position of PC should possess the following qualifications and skills:

- (a) A Bachelor's (preferably Master's) degree in a relevant field (e.g., project management, agricultural science, environmental science, disaster risk management).
- (b) Proven experience in project management, preferably in the field of sustainable agriculture production, climate resilience or disaster risk reduction.
- (c) Strong organisational and leadership skills, with the ability to manage multiple tasks and stakeholders simultaneously.
- (d) Excellent communication and interpersonal skills, with the ability to engage and collaborate with diverse stakeholders.
- (e) Proficiency in English. Knowledge of Creole is an asset.
- (f) Familiarity with key stakeholders involved in the agriculture sector in Dominica is an advantage.
- (g) Proficiency in project management software and tools.
- (h) Knowledge of the cultural and socio-economic context of the Caribbean and experience working in Dominica.

3. Duration

- (a) The PC will be engaged for 24 months and will be based in Dominica.

DRAFT TERMS OF REFERENCE
AGRICULTURE POLICY SPECIALIST

1. BACKGROUND

1.01 Climate Change (CC) and disaster impacts pose significant threats to Dominica's agricultural sector, undermining its stability and sustained productivity. There is also increasing concern with the differential impact of CC and disaster risks on the lives and livelihoods of women, men, and their families, increasing the vulnerability of poor households. The country's economy relies heavily on tourism and agriculture, making it vulnerable to economic shocks and climate-related disasters such as those resulting from tropical storms, hurricanes, and floods. The increasing frequency and severity of extreme weather events, along with recurrent CC impacts, are causing significant damage to crucial agricultural infrastructure and devastating crop production areas. This, in turn, undermines the stability and sustained productivity of the agriculture sector and, consequently, threatens Dominica's food security. The agriculture sector plays a critical role in Dominica's economy, contributing 16 percent (%) to the country's gross domestic product in 2022 and employing around 25 - 40% of the workforce. The sector has always been very important for Dominica, determining food and nutritional security outcomes and representing a key driver of economic activity.

1.02 The climate and disaster risks mentioned above can be better managed. Vulnerability assessments, hazard mapping, disaster risk management and adaptation measures, need to be better implemented to address these risks. Improved coordination and collaboration between community disaster organisations are also needed, including preparedness and response and mitigation capacity among public, private, and civil sector entities for local level management and response. Amidst pressing challenges related to climate and disaster risks, food inflation, and fiscal constraints, the Government of the Commonwealth of Dominica aspires to become the world's first climate-resilient nation. This ambitious vision is outlined in the National Resilience Development Strategy 2030 and the Climate Resilience and Recovery Plan, led by the Climate Resilience Execution Agency of Dominica. Achieving climate resilience necessitates securing financial resources for government services, productive sector investments, and post-disaster recovery.

1.03 Against this background, Dominica has obtained a grant from the Caribbean Development Bank for a technical assistance (TA) project to help address some of the pressing challenges confronting the country's agricultural sector. As designed, the TA project will foster positive transformation in the sector by improving agricultural practices, embracing climate-resilient technologies, and enhancing resilience-building efforts.

1.04 The Project is now seeking an Agricultural Policy Specialist who is also experienced with climate and disaster risk management.

2. OBJECTIVE

2.01 The objectives of the consultancy are the following:

- (a) Agricultural Disaster Risk Management (ADRM) Plan revised and draft Agricultural Transformation Roadmap finalised to address gaps in current programmes and strategies. and disaster risk management and climate change considerations integrated into the budgeting and implementation of sub-sector programs.
- (b) Readiness of agricultural sector agencies to implement CC and disaster risk reduction strategies assessed with necessary tools identified as well as legislative changes, to determine the extent of mainstreaming National Disaster Risk Management (NDRM) within Dominica's agricultural sector.

- (c) Tailored Model Farm Disaster Risk Management (FDRM) Plans for protected agricultural systems, fisheries, and livestock developed.

3. SCOPE OF SERVICES

3.01 The following are the main activities of the consultancy:

- (a) Review, update and finalise the National Agricultural Transformation Roadmap as an Action Plan to implement the National Agricultural Policy framework, including review of key institutions implementation capacity, and policy/implementation initiatives, for the agriculture sector and identify any gaps with relevance to climate and disaster risk management.
- (b) Review arrangements for implementation of relevant national sub-sector agriculture policies and plans, including review of key organisations implementation capacity, and policy/implementation initiatives and identify any gaps relevance to climate and disaster risk management.
- (c) Review the ADRM Plan including any implementation modalities and performance of the plan to date, identify any gaps and make recommendations to fill them.
- (d) Review the NDRM Plan in particular its application to the agriculture sector and identify any gaps in institutional capacity for its application (readiness) and mainstreaming (integrated into sector operations).
- (e) Review any other existing relevant policy documents and legal frameworks such as the National Resilience Development Strategy (NRDS) and Dominica Climate Resilience and Recovery Plan 2020-2030 and the readiness of the agriculture sector to implement them. The latter focuses heavily on hurricanes; thus, the scope of work shall include incorporation of other climate events such as drought, and non-climate such as diseases like COVID-19.
- (f) Meet with the relevant stakeholders including the Ministry of Blue and Green Economy, Agriculture and National Food Security (MBGEANFS), and other relevant stakeholders to seek their views on the relevance (fit for purpose) of the Agricultural Transformation Roadmap, the ADRM Plan and other legal frameworks in the agriculture sector and any perceived gaps in relation to climate change and disaster risk management.
 - (i) Prepare draft recommendations for alignment of the Agriculture Policy and ADRM Plan and discuss with stakeholders in (d) above.
 - (ii) Prepare final recommendations for alignment of the Transformation Roadmap with the Agriculture Policy and ADRM Plan.
- (g) Make recommendations for the integration of disaster risk management and climate change mitigation and adaptation considerations into the budgeting and implementation of sub-sectorial programs under MBGEANFS.
- (h) Assess the extent to which (DRM) is incorporated into the operational programmes of sub-sector agencies in the agriculture sector.
 - (i) Assess the existence and performance of Warning Systems in the agriculture sector.
- (j) Determine the existence of any capacity building programs for extension staff and farmers in disaster risk mitigation and management and make recommendations for such capacity building.
- (k) Make recommendations and prepare an Action Plan to improve readiness and mainstreaming of NDRM in the agriculture sector.
- (l) Develop a Model Farm Disaster Risk Management (MFDRM) Plans tailored for protected agricultural systems, fisheries, and livestock.
- (m) Conduct an on-the-ground demonstration of the MFDRM.

4. QUALIFICATIONS AND EXPERIENCE

4.01 The ideal candidate for the position of Agricultural Policy Specialist should possess the following qualifications and experience

- (a) A post graduate degree in a relevant sector (such as agriculture, water resources, environmental management, or a related discipline).
- (b) Experience of preparing or reviewing agricultural sector policies.
- (c) At least five years' experience in DRM and climate change adaptation
- (d) in the agriculture sector
- (e) Solid understanding of the main challenges facing farmers and agricultural stakeholders in Caribbean countries and the role of different actors.
- (f) Familiarity with key stakeholders involved in the agriculture sector in Dominica would be an advantage.

4.02 The ideal candidate for the position of Agricultural Policy Specialist should possess the following skills:

- (a) Proven track record in producing high-quality technical reports.
- (b) Strong organisational and leadership skills, with the ability to manage multiple tasks and stakeholders simultaneously.
- (c) Excellent presentation skills with written and oral communications are desired.
- (d) Excellent communication and interpersonal skills, with the ability to engage and collaborate with diverse stakeholders.
- (e) Proficiency in English.

5. REPORTING AND DELIVERABLES

5.01 The Consultant will report to the Project Coordinator and is required to deliver:

- (a) An Inception Report including work plan and methodology to undertake the assignment.
- (b) A Draft Report on the assessment of existing agriculture policy, subsector policies, NRDM and relevant policies.
- (c) A Final Report on the assessment of existing policies.
- (d) A Draft and Final revised recommendations for alignment of the Agriculture Policy and ADRM Plan.
- (e) A Draft and final Comprehensive Report on the assignment which shall include recommendations and a road map for implementing recommendations for strengthening the NDRM in its application to the agriculture sector.

6. DURATION:

6.01 The duration of the consultancy services is expected to be approximately 25 working days over the period of six months.

7. BUDGET

Item	Total
Agricultural Policy Specialist Fee	21,125
Airfare and Per Diem	11,000
TOTAL	32,125

DRAFT TERMS OF REFERENCE
AGRO-PROCESSING SPECIALIST

1. BACKGROUND

1.01 Climate Change (CC) and disaster impacts pose significant threats to Dominica's agricultural sector, undermining its stability and sustained productivity. There is also increasing concern with the differential impact of CC and disaster risks on the lives and livelihoods of women, men, and their families, increasing the vulnerability of poor households. The country's economy relies heavily on tourism and agriculture, making it vulnerable to economic shocks and climate-related disasters such as those resulting from tropical storms, hurricanes, and floods. The increasing frequency and severity of extreme weather events, along with recurrent CC impacts, are causing significant damage to crucial agricultural infrastructure and devastating crop production areas. This, in turn, undermines the stability and sustained productivity of the agriculture sector and, consequently, threatens Dominica's food security. The agriculture sector plays a critical role in Dominica's economy, contributing 16 percent (%) to the country's gross domestic product in 2022 and employing around 25 - 40% of the workforce. The sector has always been very important for Dominica, determining food and nutritional security outcomes and representing a key driver of economic activity.

1.02 The climate and disaster risks mentioned above can be better managed. Vulnerability assessments, hazard mapping, disaster risk management and adaptation measures, need to be better implemented to address these risks. Improved coordination and collaboration between community disaster organisations are also needed, including preparedness and response and mitigation capacity among public, private, and civil sector entities for local level management and response. Amidst pressing challenges related to climate and disaster risks, food inflation, and fiscal constraints, the Government of the Commonwealth of Dominica aspires to become the world's first climate-resilient nation. This ambitious vision is outlined in the National Resilience Development Strategy 2030 and the Climate Resilience and Recovery Plan, led by the Climate Resilience Execution Agency of Dominica. Achieving climate resilience necessitates securing financial resources for government services, productive sector investments, and post-disaster recovery.

1.03 Against this background, Dominica has obtained a grant from the Caribbean Development Bank for a technical assistance (TA) project to help address some of the pressing challenges confronting the country's agricultural sector. As designed, the TA project will foster positive transformation in the sector by improving agricultural practices, embracing climate-resilient technologies, and enhancing resilience-building efforts.

1.04 The project is now seeking a consultant to prepare an agro-processing policy and action plan.

2. OBJECTIVE

2.01 The objective of the consultancy is to prepare a comprehensive agro-processing policy and action plan aimed at enhancing the efficiency, competitiveness, and sustainability of the agro-processing sector.

3. SCOPE OF SERVICES

3.01 The following are the main activities of the consultancy:

- (a) Desk Review of Agro-Processing Status: Conduct a comprehensive desk review of the current status of agro-processing in Dominica, focusing on its role in the agriculture sector, supply chains, sub-sector contributions, export performance, institutional arrangements, and key stakeholders.

- (b) Assessment of Existing Policies and Regulations: Evaluate the existing policies, regulations, and incentives related to agro-processing, including standards for safety, health, environment, and product quality.
- (c) Stakeholder Consultations: Engage with stakeholders, including the Ministry of Blue and Green Economy, Agriculture and National Food Security, agro-processors, exporters, and other relevant entities to understand the issues, challenges, and growth opportunities within the sub-sector.
- (d) Stakeholder Mapping and Gap Analysis: Assess and map the stakeholders involved in the value chain for main processed products. Identify gaps and document good practices within the value chain.
- (e) Policy Design and Development: Develop a policy aimed at strengthening the food value chain, improving quality standards, enhancing distribution networks, expanding access to export markets, and boosting the socio-economic resilience of Dominica. The policy should support greater compliance with regional and international market requirements and certification schemes such as Good Agricultural Practices (GAP) and Good Manufacturing Practices (GMP). The policy should also incorporate sustainable practices and environmental considerations.
- (f) Promote inclusive growth by addressing the needs and potential contributions of small-scale processors, women, and marginalised groups. Ensure the policy aligns with national development plans, regional agricultural strategies, and international commitments.
- (g) Facilitate coordination with other relevant policies and programs to achieve cohesive and integrated sector development.
- (h) Implementation Roadmap: Prepare a detailed roadmap for the implementation of the new agro-processing policy, including specific actions, timelines, responsible parties, and required resources.

4. QUALIFICATIONS AND EXPERIENCE

4.01 The ideal candidate for the position of Agro-Processing Specialist should possess the following qualifications and experience:

- (a) A Post Graduate Degree in a relevant sector (such as agriculture, business management, water resources, environmental management, or a related discipline).
- (b) Experience in preparing or reviewing agricultural sector policies.
- (c) At least five years of experience in the agro-processing sub sector, particularly in the Caribbean is considered an asset
- (d) Solid understanding of the main challenges the agricultural sector and agricultural stakeholders in Caribbean countries and the role of different actors.
- (e) Familiarity with key stakeholders involved in the agriculture sector or agro-processing in Dominica would be an advantage.
- (f) Proven track record in producing high-quality technical reports.
- (g) Strong organisational and leadership skills, with the ability to manage multiple tasks and stakeholders simultaneously.
- (h) Excellent presentation skills with written and oral communications are desired.
- (i) Excellent communication and interpersonal skills, with the ability to engage and collaborate with diverse stakeholders.
- (j) Proficiency in English.

5. REPORTING AND DELIVERABLES

5.01 The Consultant will report to the Project Coordinator and is required to deliver:

- (a) Inception Report including work plan.
- (b) Draft and Final Report on sub-sector, policy review and consultations with stakeholders.
- (c) Prepare draft recommendations for a comprehensive national agro-processing policy and review in a consultation workshop with key stakeholders.
- (d) Prepare final Policy and Implementation Roadmap taking account of consultation feedback.

6. DURATION

6.01 The duration of the consultancy services is expected to be approximately 22 working days over the period of three months.

7. BUDGET

Item	Total
Agro-Processing Specialist Fee	18,590
Airfare and Per Diem	7,400
TOTAL	25,990

DRAFT TERMS OF REFERENCE
CLIMATE CHANGE ADAPTATION SPECIALIST

1. BACKGROUND

1.01 Climate Change (CC) and disaster impacts pose significant threats to Dominica's agricultural sector, undermining its stability and sustained productivity. There is also increasing concern with the differential impact of CC and disaster risks on the lives and livelihoods of women, men, and their families, increasing the vulnerability of poor households. The country's economy relies heavily on tourism and agriculture, making it vulnerable to economic shocks and climate-related disasters such as those resulting from tropical storms, hurricanes, and floods. The increasing frequency and severity of extreme weather events, along with recurrent CC impacts, are causing significant damage to crucial agricultural infrastructure and devastating crop production areas. This, in turn, undermines the stability and sustained productivity of the agriculture sector and, consequently, threatens Dominica's food security. The agriculture sector plays a critical role in Dominica's economy, contributing 16 percent (%) to the country's gross domestic product in 2022 and employing around 25 - 40% of the workforce. The sector has always been very important for Dominica, determining food and nutritional security outcomes and representing a key driver of economic activity.

1.02 The climate and disaster risks mentioned above can be better managed. Vulnerability assessments, hazard mapping, disaster risk management and adaptation measures, need to be better implemented to address these risks. Improved coordination and collaboration between community disaster organisations are also needed, including preparedness and response and mitigation capacity among public, private, and civil sector entities for local level management and response. Amidst pressing challenges related to climate and disaster risks, food inflation, and fiscal constraints, the Government of the Commonwealth of Dominica aspires to become the world's first climate-resilient nation. This ambitious vision is outlined in the National Resilience Development Strategy 2030 and the Climate Resilience and Recovery Plan, led by the Climate Resilience Execution Agency of Dominica. Achieving climate resilience necessitates securing financial resources for government services, productive sector investments, and post-disaster recovery.

1.03 Against this background, Dominica has obtained a grant from the Caribbean Development Bank for a technical assistance (TA) project to help address some of the pressing challenges confronting the country's agricultural sector. As designed, the TA project will foster positive transformation in the sector by improving agricultural practices, embracing climate-resilient technologies, and enhancing resilience-building efforts.

1.04 The project is now seeking a Climate Change Adaptation Specialist in Agriculture.

2. OBJECTIVE

2.01 The objective of the consultancy is an incentive scheme created to promote investment in DRM and CCA for root crop farms and the conversion of idle vacant arable tree crop lands into sustainable and resilient agricultural production.

3. SCOPE OF SERVICES

3.01 The following are the main activities of the consultancy:

- (a) Building Climate Change Scenarios and Micro-Climate Assessments: Develop detailed climate change scenarios and conduct micro-climate assessments for selected targeted

- areas to understand local climate variations and anticipate future climate conditions and their potential impacts on the environment, agriculture and communities.
- (b) Climate Risk Assessment for Root Crops: Undertake an analysis of climate-related risks specifically affecting root crops, including potential impacts.
 - (c) Identifying Suitable Crops for Vacant Arable Tree Crop Lands: Determine the most suitable crops for currently vacant arable lands designated for tree crops, considering climate resilience and agricultural potential.
 - (d) Estimating Potential Climate Impacts on Root Crops Value Chain: Analyse and estimate the potential impacts of climate change at different stages of the root crops value chain, from production to market.
 - (e) Identifying Adaptation Options to Mitigate Climate Risks: Identify and recommend practical adaptation options to mitigate the identified climate risks affecting the agricultural sector.
 - (f) Socio-Economic and Financial Analysis for Adaptation Options: Conduct a comprehensive socio-economic and financial analysis to evaluate the viability and benefits of different adaptation options.
 - (g) Training on Climate Adaptation Investment Benefits: Provide training sessions to demonstrate how investing in climate adaptation strategies can reduce investment risks and prevent future damages and losses.
 - (h) Developing Incentive Packages: Design incentive packages that include best practice training courses and provision of necessary agricultural inputs, such as planting material, chemicals, cultivation equipment, and plastic mulch.
 - (i) Considering Incentive Schemes:
 - (i) Implement output and results-based payments.
 - (ii) Facilitate easier access to loans.
 - (iii) Establish risk-sharing mechanisms.
 - (iv) Make government land available to young people on preferential terms.
 - (j) Developing Proposals for Policy and Legal Frameworks: Draft proposals for relevant policy and legal frameworks to support and institutionalise the recommended incentive schemes.

4. QUALIFICATIONS AND EXPERIENCE

4.01 The ideal candidate for the position of Climate Change Adaptation Specialist should possess the following qualifications and experience:

- (a) A Post Graduate Degree in a relevant sector (such as agriculture, water resources, environmental management, or a related discipline).
- (b) At least five years' experience in climate adaptation in the agriculture sector.
- (c) Experience working with root crops in the Caribbean would be an advantage.
- (d) Solid understanding of the main challenges facing farmers and agricultural stakeholders in Caribbean countries and the role of different actors.
- (e) Familiarity with key stakeholders involved in the agriculture sector in Dominica would be an advantage.
- (f) Proven track record in producing high-quality technical reports.
- (g) Strong organisational and leadership skills, with the ability to manage multiple tasks and stakeholders simultaneously.
- (h) Excellent presentation skills with written and oral communications are desired.
- (i) Excellent communication and interpersonal skills, with the ability to engage and collaborate with diverse stakeholders.
- (j) Proficiency in English.

5. REPORTING AND DELIVERABLES

5.01 The Consultant will report to the Project Coordinator and is required to deliver:

- (a) Prepare an Inception Report including detailed work plan.
- (b) Draft a comprehensive Agriculture Climate Risk Report covering activities (a) to (f) in the scope of work above.
- (c) Develop a Farmer Engagement Manual that sets out training programmes and incentive schemes ((f) to (h) in the Scope of Work) to promote investment in CCA and DRM on farm and for tree crop cultivation.
- (d) Prepare Policy Briefs to support the incentive schemes.
- (e) Final Comprehensive Report on the assignment.

6. DURATION

6.01 The duration of the consultancy services is expected to be approximately 24 working days over the period of three months.

7. BUDGET

Item	Total
Climate Change Adaptation Specialist in Agriculture Fee	21,600
Airfare and Per Diem	7,400
TOTAL	29,000

DRAFT TERMS OF REFERENCE
LAND MANAGEMENT SPECIALIST

1. BACKGROUND

1.01 Climate Change (CC) and disaster impacts pose significant threats to Dominica's agricultural sector, undermining its stability and sustained productivity. There is also increasing concern with the differential impact of CC and disaster risks on the lives and livelihoods of women, men, and their families, increasing the vulnerability of poor households. The country's economy relies heavily on tourism and agriculture, making it vulnerable to economic shocks and climate-related disasters such as those resulting from tropical storms, hurricanes, and floods. The increasing frequency and severity of extreme weather events, along with recurrent CC impacts, are causing significant damage to crucial agricultural infrastructure and devastating crop production areas. This, in turn, undermines the stability and sustained productivity of the agriculture sector and, consequently, threatens Dominica's food security. The agriculture sector plays a critical role in Dominica's economy, contributing 16 percent (%) to the country's gross domestic product in 2022 and employing around 25 - 40% of the workforce. The sector has always been very important for Dominica, determining food and nutritional security outcomes and representing a key driver of economic activity.

1.02 The country also faces other challenges including lands left idle or underutilised, limited land use planning to protect agricultural land and high levels of rural youth unemployment. The absence of comprehensive databases also delays the process of selecting available land, surveying and allocating subdivided holdings to available farmers. In order to promote sustainable agriculture production, and support the sustainable management of rural lands, in particular idle and underutilised lands, the Government intends to support development of a national land bank policy.

1.03 Against this background, Dominica has obtained a grant from the Caribbean Development Bank for a TA project to help address some of the pressing challenges confronting the country's agricultural sector. As designed, the TA project will foster positive transformation in the sector by improving agricultural practices, embracing climate-resilient technologies, and enhancing resilience-building efforts.

1.04 The project is now seeking a consultant to analyse existing soil data in Dominica and produce digital farm soil maps.

2. OBJECTIVE

2.01 The objective of the consultancy is existing soil database used to undertake an analysis of spatial variability in soil types, topography, pH levels, rainfall patterns, and other relevant information and generate digital farm soil maps.

3. SCOPE OF SERVICES

3.01 The following are the main activities of the consultancy:

- (a) Conduct a detailed desk review of available soil data in Dominica, in particular, the soil database developed under the Disaster Vulnerability Reduction Project.
- (b) Carry out an exhaustive review of all available national maps and cartographic material in Dominica related to the classification of different soil types.
- (c) Conduct consultations with key stakeholders to obtain additional information on soil types, land use and variability in rainfall patterns and to ascertain the intended use of the soil maps.

- (d) Review and harmonise the data collected.
- (e) Analyse the data collected focusing on spatial variability in soil types, topography, pH levels, and rainfall patterns and may include other relevant variables.
- (f) Define the appropriate working scale of the map and the minimum mapping unit.
- (g) Generate digital farm soil maps based on the analyses of the variables described above, that would show the composition, key features and composition of farmland.
- (h) Validate the information presented in the digital soil maps and verify through field observations.
- (i) Present the digital soil maps to the Ministry of Agriculture and other agriculture related agencies.

4. QUALIFICATIONS AND EXPERIENCE

4.01 The ideal candidate for the position of Land Management Specialist should possess the following qualifications and experience:

- (a) A Post Graduate Degree in soil science, agronomy, geology or related discipline.
- (b) At least 5 years' experience in preparing digital soil maps, description and analysis, land use planning and land management.
- (c) Experience in conducting soil analysis in the agriculture sector, preferably in the Caribbean.
- (d) Experience in environments with similar landscapes and geomorphology to Dominica would be an advantage.
- (e) Proven track record in producing high-quality technical reports.
- (f) Strong organizational and leadership skills, with the ability to manage multiple tasks and stakeholders simultaneously.
- (g) Excellent presentation skills with written and oral communications are desired.
- (h) Excellent communication and interpersonal skills, with the ability to engage and collaborate with diverse stakeholders.
- (i) Proficiency in English.

5. REPORTING AND DELIVERABLES

5.01 The Consultant will report to the Project Coordinator and is required to deliver:

- (a) An Inception Report including a work plan.
- (b) Prepare a Report on the analysis conducted in (e) in the Scope of Work.
- (c) Prepare Digital Farm Soil Maps that can help to inform agronomic decisions including land use planning and conservation.

6. DURATION

6.01 The duration of the consultancy services is expected to be approximately 22 working days over the period of three months.

7. BUDGET

Item	Total
Land Management Specialist Fee	18,590
Airfare and Per Diem	7,400
TOTAL	25,990

DRAFT TERMS OF REFERENCE
LAND POLICY SPECIALIST

1. BACKGROUND

1.01 Climate Change (CC) and disaster impacts pose significant threats to Dominica's agricultural sector, undermining its stability and sustained productivity. There is also increasing concern with the differential impact of CC and disaster risks on the lives and livelihoods of women, men, and their families, increasing the vulnerability of poor households. The country's economy relies heavily on tourism and agriculture, making it vulnerable to economic shocks and climate-related disasters such as those resulting from tropical storms, hurricanes, and floods. The increasing frequency and severity of extreme weather events, along with recurrent CC impacts, are causing significant damage to crucial agricultural infrastructure and devastating crop production areas. This, in turn, undermines the stability and sustained productivity of the agriculture sector and, consequently, threatens Dominica's food security. The agriculture sector plays a critical role in Dominica's economy, contributing 16 percent (%) to the country's gross domestic product in 2022 and employing around 25 - 40% of the workforce. The sector has always been very important for Dominica, determining food and nutritional security outcomes and representing a key driver of economic activity.

1.02 The country also faces other challenges including lands left idle or underutilised, limited land use planning to protect agricultural land and high levels of rural youth unemployment. The absence of comprehensive databases also delays the process of selecting available land, surveying and allocating subdivided holdings to available farmers. In order to promote sustainable agriculture production, and support the sustainable management of rural lands, in particular idle and underutilised lands, the Government intends to support development of a national land bank policy.

1.03 Against this background, Dominica has obtained a grant from the Caribbean Development Bank for a technical assistance (TA) project to help address some of the pressing challenges confronting the country's agricultural sector. As designed, the TA project will foster positive transformation in the sector by improving agricultural practices, embracing climate-resilient technologies, and enhancing resilience-building efforts.

1.04 The project is now seeking a consultant to develop an Agriculture Land Bank Policy and Action Plan.

2. OBJECTIVE

2.01 The objective of the consultancy is an agriculture land bank policy and action plan developed and implemented to serve as a guiding framework. This document will outline the principles, regulations, and strategies for effective agricultural land resources management, providing a roadmap for practical policy implementation.

3. SCOPE OF SERVICES

3.01 The following are the main activities of the consultancy:

- (a) Conduct an assessment of the agriculture sector with regard to advantages, challenges and obstacles for the establishment of a land bank. Reference should be made to the current laws, regulations, reports, data and other resource documents that regulate the agriculture sector and provide information about issues and recommendations for its development.

- (b) Prepare a brief on best practices on the establishment and performance of land banks, particularly any experience from the Caribbean.
- (c) Develop a platform and undertake consultation meetings with the Ministry of Blue and Green Economy, Agriculture and National Food Security Government, the Land and Surveys Division, Ministry of Legal Affairs, other relevant government agencies and institutions and non-government entities. Included in the platform should be:
 - (i) Relevance of the existing legal and institutional framework and changes needed for the establishment and operation of a land bank.
 - (ii) Recommended institutional arrangements for managing the land bank.
 - (iii) Any relevant land ownership and management issues.
- (d) Draft a set of policies and recommendations on the necessary legal and institutional framework that regulates and promotes the establishment of land banks that would help to ensure that lands are leased to persons who are genuinely interested in agriculture. Ensure that the policies and recommendations are gender sensitive and inclusive. The recommendations should be presented in a format that can be easily converted into draft laws and regulations that should be prepared and approved by relevant Government bodies.
- (e) Discuss the draft proposed policies and recommendations with the stakeholder group in (c) above.
- (f) Finalise the policies and recommendations on the necessary legal and institutional framework.
- (g) Develop an action plan for the implementation of policy and technical recommendations including responsible Government agencies.

4. QUALIFICATIONS AND EXPERIENCE

4.01 The ideal candidate for the position of Land Bank Policy Specialist should possess the following qualifications and experience:

- (a) A Master's Degree in a relevant field (e.g., land management, agricultural sciences, agricultural extension, environmental management, disaster risk management, or related discipline).
- (b) Five years' experience in developing land bank policies or in the implementation of Land Banks
- (c) Proven experience in preparing agricultural sector policies, or in climate resilience and disaster risk reduction
- (d) Strong organisational and leadership skills, with the ability to manage multiple tasks and stakeholders simultaneously.
- (e) Excellent communication and interpersonal skills, with the ability to engage and collaborate with diverse stakeholders.
- (f) Proficiency in English.
- (g) Familiarity with key stakeholders involved in the agriculture sector in Dominica is an advantage.
- (h) Knowledge of the cultural and socio-economic context of the Caribbean and experience working in Dominica are an asset.

5. REPORTING AND DELIVERABLES

5.01 The Consultant will report to the Project Coordinator and is required to deliver:

- (a) Inception Report including workplan and methodology for performing the assignment.
- (b) Report on the assessment of the current situation of the agriculture sector and obstacles for the establishment of a land bank.
- (c) Brief on Best Practices in the establishment and performance of land banks.

- (d) A Draft Detailed Report on the policies and recommendations for the necessary legal and institutional framework that regulates and promotes the establishment of a land bank.
- (e) Final Detailed Report on the policies and recommendations for the necessary legal and institutional framework that regulates and promotes the establishment of a land bank

6. DURATION

6.01 The duration of the consultancy services is expected to be approximately 18 working days over the period of three month-period.

7. BUDGET

Item	Total
Land Bank Policy Specialist Fee	15,210
Airfare and Per Diem	5,600
TOTAL	20,810

DRAFT TERMS OF REFERENCE
MANAGEMENT INFORMATION SYSTEMS SPECIALIST

1. BACKGROUND

1.01 Climate Change (CC) and disaster impacts pose significant threats to Dominica's agricultural sector, undermining its stability and sustained productivity. There is also increasing concern with the differential impact of CC and disaster risks on the lives and livelihoods of women, men, and their families, increasing the vulnerability of poor households. The country's economy relies heavily on tourism and agriculture, making it vulnerable to economic shocks and climate-related disasters such as those resulting from tropical storms, hurricanes, and floods. The increasing frequency and severity of extreme weather events, along with recurrent CC impacts, are causing significant damage to crucial agricultural infrastructure and devastating crop production areas. This, in turn, undermines the stability and sustained productivity of the agriculture sector and, consequently, threatens Dominica's food security. The agriculture sector plays a critical role in Dominica's economy, contributing 16 percent (%) to the country's gross domestic product in 2022 and employing around 25 - 40% of the workforce. The sector has always been very important for Dominica, determining food and nutritional security outcomes and representing a key driver of economic activity.

1.02 The country also faces other challenges including lands left idle or underutilised, limited land use planning to protect agricultural land and high levels of rural youth unemployment. The absence of comprehensive databases also delays the process of selecting available land, surveying and allocating subdivided holdings to available farmers. In order to promote sustainable agriculture production, and support the sustainable management of rural lands, in particular idle and underutilised lands, the Government intends to support development of a national land bank policy.

1.03 Against this background, Dominica has obtained a grant from the Caribbean Development Bank for a TA project to help address some of the pressing challenges confronting the country's agricultural sector. As designed, the TA project will foster positive transformation in the sector by improving agricultural practices, embracing climate-resilient technologies, and enhancing resilience-building efforts. Dominica is also charged with implementation of the Global Centre for Agricultural Resilience which will disseminate, at the global level, experiences and technologies related to climate-smart agriculture. In this regard, it is also important to ensure effective coordination between disaster risk management and climate change adaptation activities.

1.04 The project is now seeking a consultant specialised in Management Information Systems (MIS) to develop a clearing house mechanism to facilitate this coordination.

2. OBJECTIVE

2.01 The objective of the consultancy is a clearing house system developed in the Ministry of Blue and Green Economy, Agriculture and National Food Security (MBGEANFS) to facilitate effective coordination between CC and DRM initiatives. This system aims to avoid duplication and gaps and provide regular up to date information to government and partners. To achieve this the Consultant will establish a suitable MIS.

3. SCOPE OF WORK

3.01 The following are the main activities of the consultancy:

- (a) Review of Current Information Systems: Conduct a comprehensive review of the existing information systems in MBGEANFS. Identify gaps and challenges faced by management and staff in utilising these systems.
- (b) Stakeholder Consultations: Hold consultations with stakeholders within MBGEANFS to understand their information needs, as well as any issues and challenges they face with the current information systems. Use these insights to inform the development and implementation of the new MIS.
- (c) Requirement Identification for MIS Establishment: Determine the specific requirements for establishing a MIS in the Ministry. This system will serve as a project portal and repository or clearing house for all CC and disaster risk reduction projects in the agriculture sector.
- (d) Selection of MIS Platform: Choose the appropriate MIS platform, including the database and programming language (both back-end and front-end software).
- (e) Design, Development, and Testing of MIS: Design, develop, and test an effective, efficient, expandable, and interoperable MIS that integrates with and is compatible with the existing systems in MBGEANFS.
- (f) Dashboard and Reporting Capabilities: Ensure that the MIS includes features for quick analysis, such as dashboard capabilities, which allow for trend analysis and comparisons against defined indicators at various levels, along with regular reporting functions.
- (g) Development of User Manual: Create a comprehensive MIS user manual or guiding document to ensure the sustainability and proper use of the system.
- (h) Training for Key Staff Members: Conduct training sessions for key staff members to ensure they are proficient in using the new MIS.

4. QUALIFICATIONS AND EXPERIENCE

4.01 The ideal candidate for the position of MIS Specialist should possess the following qualifications and experience:

- (a) Degree in Information Systems or Database Management, preferably at a post-graduate level.
- (b) Demonstrated experience (minimum 5 years) in the development and implementation of management information systems, with solid expertise in developing dashboard reporting systems (note that shortlisted applicants will be requested to provide prototype or MIS that they have developed).

4.02 The ideal candidate should possess the following skills:

- (a) Strong skills in analysis, critical thinking, problem solving and reporting.
- (b) Ability to mentor, coach and provide professional development to others.
- (c) Strong teamwork and team building skills.
- (d) High standards of behaviour and a commitment to high professional performance.
 - (i) Strong organisational and leadership skills, with the ability to manage multiple tasks and stakeholders simultaneously.
 - (ii) Excellent presentation skills with written and oral communications are desired.
 - (iii) Excellent communication and interpersonal skills, with the ability to engage and collaborate with diverse stakeholders.
- (e) Proficiency in English.

5. REPORTING AND DELIVERABLES

5.01 The Consultant will report to the Project Coordinator and is required to deliver:

- (a) Inception Report including Work Plan.
- (b) Recommendations for establishing the MIS.
- (c) Final Report on the consultancy.

6. DURATION

6.01 The duration of the consultancy services is expected to be approximately 12 working days over the period of three months.

7. BUDGET

Item	Total
Management Information System Specialist Fee	9,600
Airfare and Per Diem	4,400
TOTAL	14,000

DRAFT TERMS OF REFERENCE
VALUE CHAIN SPECIALIST

1. BACKGROUND

1.01 Climate Change (CC) and disaster impacts pose significant threats to Dominica's agricultural sector, undermining its stability and sustained productivity. There is also increasing concern with the differential impact of CC and disaster risks on the lives and livelihoods of women, men, and their families, increasing the vulnerability of poor households. The country's economy relies heavily on tourism and agriculture, making it vulnerable to economic shocks and climate-related disasters such as those resulting from tropical storms, hurricanes, and floods. The increasing frequency and severity of extreme weather events, along with recurrent CC impacts, are causing significant damage to crucial agricultural infrastructure and devastating crop production areas. This, in turn, undermines the stability and sustained productivity of the agriculture sector and, consequently, threatens Dominica's food security. The agriculture sector plays a critical role in Dominica's economy, contributing 16 percent (%) to the country's gross domestic product in 2022 and employing around 25–40 % of the workforce. The sector has always been very important for Dominica, determining food and nutritional security outcomes and representing a key driver of economic activity.

1.02 Amidst pressing challenges related to climate and disaster risks, food inflation, and fiscal constraints, the Government of Dominica aspires to become the world's first climate-resilient nation. This ambitious vision is outlined in the National Resilience Development Strategy 2030 and the Climate Resilience and Recovery Plan, led by the Climate Resilience Execution Agency of Dominica. Achieving climate resilience necessitates securing financial resources for government services, productive sector investments, and post-disaster recovery.

1.03 Against this background, Dominica has obtained a grant from the Caribbean Development Bank for a TA project to help address some of the pressing challenges confronting the country's agricultural sector. As designed, the TA project will foster positive transformation in the sector by improving agricultural practices, embracing climate-resilient technologies, and enhancing resilience-building efforts.

1.04 The project is now seeking a consultant to review value chains for priority crops and fisheries.

2. OBJECTIVE

2.01 The objective of this consultancy is enhanced competitiveness and sustainability of targeted agribusiness value chains by developing comprehensive tools and guidelines, conducting capacity-building and training, and promoting inclusive growth.

3. SCOPE OF SERVICES

3.01 The following are the main activities of the consultancy:

- (a) Review and Gap Analysis: Conduct a thorough review of existing analyses, reports, and bulletins on value chains to identify gaps. Address these gaps where relevant.
- (b) Development of Guidelines and Tools: Create guidelines, tools, and instruments for value chain assessments, including agronomic production profiles, value chain mapping, climate change implications, and policy and institutional conditions. Identify key services or sectors that enhance or impede the competitiveness of targeted value chains, as well as necessary investments and interventions. Organise this information into a comprehensive operations manual for staff use, applicable to a wide range of crops and fisheries. Ensure the inclusion of opportunities for inclusive growth, particularly considering gender and disability aspects.

- (c) Training Module Development: Develop training modules and business plan templates for extension workers and agro-enterprises to aid in business plan development.
- (d) Capacity-Building and Training: Provide relevant capacity-building and training to staff and entrepreneurs on the use of the value chain manual, focusing specifically on agribusiness/agricultural value chain, investment, and intervention analysis.
- (e) Business Plan Review and Assistance: Review and assess the feasibility and viability of business plans for farmers and agro-enterprises. Provide recommendations, including technical assistance, to augment and prepare feasible and viable business plans, ensuring gender equity.
- (f) Organisation and Documentation of Platforms: Organise, facilitate, and document agribusiness value chain platforms and associated events and activities.
- (g) Information Dissemination: Develop and disseminate information products to relevant stakeholders.
- (h) Awareness Campaign: Develop an awareness campaign to promote the project's activities and lessons learned, with a focus on the five value chains.
- (i) Innovative Technological Solutions: Provide information on innovative technological solutions suitable for value chain enhancement, such as renewable energy savings, environmental preservation, waste treatment, and water-saving technologies.
- (j) Develop a value chain assessment manual with applicable tools and instruments for effective analysis. The following should be considered agronomic production profiles, value chain mapping, climate change implications, policy and institutional conditions.

4. QUALIFICATIONS AND EXPERIENCE

4.01 The ideal candidate for the position of Value Chain Specialist should possess the following qualifications and Experience:

- (a) An Advanced University Degree in Agriculture, Economics, International Trade, Masters of Business Administration (MBA) and Management or a related discipline is required.
- (b) At least 5 years' relevant experience in the Caribbean in agricultural value chain development, agro-food industry, agro-food marketing and trade.
- (c) Prior experience in working with farmers and private sector to link producers and retailers is an asset and experience good business environment in the Caribbean is desirable.

4.02 The ideal candidate for the position of Agricultural Policy Specialist should possess the following skills:

- (a) Strong organisational and leadership skills, with the ability to manage multiple tasks and stakeholders simultaneously.
- (b) Excellent presentation skills with written and oral communications are desired.
- (c) Excellent communication and interpersonal skills, with the ability to engage and collaborate with diverse stakeholders.
- (d) Proficiency in English.
- (e) Familiarity with key stakeholders involved in the agriculture sector in Dominica is an advantage.

5. REPORTING REQUIREMENTS AND DELIVERABLES

5.01 The Consultant will report to the Project Coordinator and is required to deliver:

- (a) A Comprehensive Value Chain Review Report.
- (b) An Operations Manual.

- (c) Training modules and templates.
- (d) Capacity-Building and Training Sessions.
- (e) Business Plan Feasibility and Viability Assessment Reports.
- (f) Information Products and Awareness Campaign Materials.

6. DURATION

6.01 The duration of the consultancy services is expected to be approximately 22 working days over the period of four months.

7. BUDGET

Item	Total
Value Chain Specialist Fee	18,590
Airfare and Per Diem	7,4000
TOTAL	25,990

WORK IMPLEMENTATION SCHEDULE

Outputs/Activities	Quarterly							
	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8
Output 1.1: Water Management Systems and Climate Smart Irrigation Technology for Protected Vegetable and Fruits Production Supported								
<i>Living Classrooms for Innovative Irrigation Technologies: Purchase of equipment, inputs, consumables and materials, local staff and training costs</i>								
Procure equipment and inputs								
Prepare demonstration fields								
Conduct training								
<i>Pilot Aquaponics Project for Sustainable Agriculture</i>								
Procure equipment and inputs								
Site preparation								
Project operation and demonstration								
<i>Training and Capacity Building in Water Resource Management</i>								
Workshops and field trips on WRM								
<i>On-Farm Irrigation and Water Storage Programme</i>								
Procure equipment								
Selection of pilot farms								
Demonstration of use and maintenance of equipment and techniques								
Output 1.2: Build Capacity for the Adoption of an Agriculture Climate Risk Information and Management System among Agricultural Service Providers								
<i>Integration of national climate and disaster-related agricultural data into AMIS (cost of existing staff and operating expenses)</i>								
Procurement of computers, printers, tablets, etc								
Data integration								
<i>Preparation of Digital Farm Soil Maps</i>								
Procure Consultant								
Fieldwork, data collection report writing								

Outputs/Activities	Quarterly							
	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8
<i>Procurement of Soil Testing Equipment and Materials</i>								
Procure equipment and materials								
Training for Extension Personnel on the utilisation of soil testing kits and reagents								
<i>Pre- and Post-Disaster Damage Assessment Training</i>								
Workshops and field visits								
Output 1.3: Resilient and Sustainable Agriculture and Livelihood Initiatives supported in Vulnerable Communities								
<i>Digitalization of Technical Package Guidelines</i>								
Procure Equipment								
Undertake digitalisation								
<i>Establishment of 4 Farmer Field Schools</i>								
Procure equipment, inputs and materials								
Farmer training and demonstrations								
<i>Procurement of small machines and equipment for on-farm land preparation, soil protection from erosion</i>								
Procure equipment								
Demonstration plots farmer training								
<i>Value chain development and enhancement of the agriculture health and food safety infrastructure</i>								
Procure Consultant								
Procure and install equipment								
Consultations, data collection, report writing								
Upgrade infrastructure								
Training								
Output 2.1: Relevant Policies, Strategies, and Action Plans Supported.								
<i>Revision of the Agricultural Disaster Risk Management (ADRM) Plan and completion of the Agricultural Transformation Roadmap</i>								
<i>Assessment of the readiness and mainstreaming of National Disaster Risk Management (NDRM) within the agricultural sector</i>								
<i>Development of Model Farm Disaster Risk Management (FDRM) Plans</i>								

Outputs/Activities	Quarterly							
	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8
Procure consultant								
Fieldwork, Data collection, Report writing								
<i>Development and Implementation of an Agriculture Land Bank Policy and Action Plan</i>								
Procure consultant								
Fieldwork, Data collection, Report writing								
<i>Development and Implementation of an Agro-processing Policy and Action Plan</i>								
Procure consultant								
Fieldwork, Data collection, Report writing								
Output 2.2: Coordination Mechanism and Incentives for Integrating Disaster Risk Management and Climate Change Adaptation in the Agriculture Sector Supported								
<i>Support the implementation of the Global Centre for Agricultural Resilience (GCAR) Roadmap and ADRM/ Climate Change Adaptation (CCA) Coordination Mechanism</i>								
Procure consultant								
Fieldwork, Data collection, Report writing								
<i>Design an Incentive Scheme to promote investment in DRM and CCA for root crop farms</i>								
Procure consultant								
Fieldwork, Data collection, Report writing								

**COMPOSITION, ROLES AND RESPONSIBILITIES OF
THE PROJECT STEERING COMMITTEE**

1. The Project Steering Committee (PSC) will be chaired by the Department of Agriculture. The committee will include representatives from the Ministry of Blue and Green Economy, Agriculture and National Food Security (MBGEANFS). The PSC will play a pivotal role in ensuring the successful implementation of the project. Its roles and responsibilities are as follows:

- (a) **Project Compliance:** The PSC is responsible for ensuring that the project activities align with the project proposal approved by the Caribbean Development Bank (CDB). This involves monitoring and verifying that the project is on track in terms of its objectives and activities.
- (b) **Project Resource Efficiency:** The PSC oversees the judicious use of project resources and assets to advance the project's defined goals. This includes ensuring that funds, equipment, and personnel are allocated efficiently and effectively.
- (c) **Strategic Issue Resolution:** The PSC plays a crucial role in addressing strategic-level issues and risks that may arise during the project's implementation. This involves making informed decisions and providing guidance on how to navigate challenges and uncertainties.
- (d) **Change Management:** The PSC approves or rejects proposed changes to the project that have a significant impact on project timelines and budget. This oversight ensures that any modifications are thoroughly assessed and aligned with the project's objectives and CDB guidelines.
- (e) **Project Progress Assessment and Reporting:** The PSC evaluates the project progress, milestones and outcomes, and ensures project progress reports are accurate.

2. The PSC shall meet quarterly and will guide the project on a strategic level, providing high-level supervision to the project management team on specific operational aspects relating to project performance.

- (a) The PSC shall have the right to make requests to the Project Coordinator;
- (b) The PSC shall have the right to call for progress evaluations at any time as deemed necessary and fit for the success of the project;
- (c) All decisions are taken by consent. Any decision related to a change in the strategic orientation of the project will require the no-objection of CDB.

3. The PSC shall comprise the following principal members:

No.	Member	Organisation
1.	Director	Department of Agriculture
2.	Technical Officer for Projects and Services	MBGEANFS
3.	Director, Investment Unit	MBGEANFS
4.	Technical Officer Extension	MBGEANFS
5.	Coordinator of Public Sector Investment Projects	MBGEANFS
6.	Technical Officer Policy Formulation	MBGEANFS
7.	Produce Chemist	MBGEANFS

PROCUREMENT PLAN**I. General****1. Project Information:**

Country: The Commonwealth of Dominica

Grantee: The Government of the Commonwealth of Dominica

Project Name: Enhancing the Sustainability and Resilience of the Agriculture Sector in the Commonwealth of Dominica

Project Implementing Agency (PIA): Ministry of Blue and Green Economy, Agriculture and National Food

2. Bank's Approval Date of the Procurement Plan: October 2024

3. Period Covered By This Procurement Plan: October 2024 – October 2026

II. Goods and Works and Non-Consulting Services

1. Prior Review Threshold: Procurement decision subject to Prior Review by the Bank as stated in the Procurement Procedures:

	Selection Method	Prior Review Threshold	Comments
1.	Limited Bidding: Goods/Non-consulting Services; Regional Bidding		

2. Reference to (if any) Project Operational/Procurement Manual: Procurement Procedures for Projects Financed by Caribbean Development Bank CDB (January 2021) and Procurement Policy for Projects Financed by CDB (November 2019).

3. Any Other Special Procurement Arrangements:

Financing shall be provided under CARE Finance Agreement and thus eligibility shall be extended to countries that are not members of the CDB, in accordance with the [EU Eligibility Rules](#).

4. Procurement Packages with Methods and Time Schedule

1	2	3	4	5	6	7	8	9
Ref No.	Contract (Description)	Estimated Cost (USD)	Selection Method	Pre-qualification (Yes/No)	Regional Preference (Yes/No)	Review by Bank (Prior/Post)	Expected Bid-Opening Date	Comments
(a)	Rehabilitation and retrofitting of the Living Classroom Project	100,000	LB-N	No	No	Prior	Jan 2025	Several small contracts will be used. Some providers are already identified in Dominica.
(b)	Pilot Aquaponics Project Materials and Set-up	■■■■	LB-N	No	No	Prior	Jan 2025	
(c)	Training Cost (Venue, Meals, Materials)	■■■■	LB-N	No	No	Prior	July 2025	
(d)	On-Farm Irrigation and Water Storage Equipment	■■■■	LB-N	No	No	Prior	Jan 2025	
(e)	IT Equipment (Computers, Monitor, Printers)	■■■■	LB-R	No	No	Prior	Jan 2025	
(f)	Soil Testing Equipment and Material	■■■■	LB-R	No	No	Prior	Jan 2025	
(g)	Small Farm Equipment	■■■■	LB-R	No	No	Prior	Jan 2025	
(h)	Materials (seeds, fertiliser, chemicals)	■■■■	LB-N	No	No	Prior	Jan 2025	
(i)	Lab Test Equipment	■■■■	LB-R	No	No	Prior	Jan 2025	
(j)	Upgraded Quarantine Station Infrastructure	■■■■	LB-N	No	No	Prior	July 2025	
(k)	Publication and Communication	■■■■	LB-N	No	No	Prior	Jan 2026	

III. Consulting Services

1. Prior Review Threshold: Procurement decision subject to Prior Review by the Bank as stated in the Procurement Procedures:

	Selection Method	Prior Review Threshold	Comments
3.	ICS		Several individual consultants will be engaged to support project implementation

2. Reference to (if any) Project Operational/Procurement Manual: Procurement Policy for Projects Financed by CDB (2019) and the Procurement Procedures for Projects Financed by CDB (January,2021)

3. Any Other Special Procurement Arrangements:

Financing shall be provided under CARE Finance Agreement and thus eligibility shall be extended to countries that are not members of the CDB, in accordance with the [EU Eligibility Rules](#).

4. Procurement Packages with Selection Methods and Time Schedule

1	2	3	4	5	6	7
Ref No.	Assignment (Description)	Estimated Cost USD	Selection Method	Review by Bank (Prior/Post)	Expected Proposal Submission Date	Comments
1.	Land Management Specialist		ICS	Prior	January 2025	
2.	Value Chain Specialist		ICS	Prior	October 2024	
3.	Agriculture Policy Specialist		ICS	Prior	January 2025	
4.	Land Policy Specialist		ICS	Prior	June 2025	
5.	Agro-Processing Specialist		ICS	Prior	April 2025	
6.	Management Information System Specialist		ICS	Prior	January 2025	
7.	Climate Change Adaptation Specialist		ICS	Prior	June 2025	

IV. Implementing Agency Procurement Capacity Building Activities with Time Schedule

In this section the agreed Procurement Capacity Building Activities are listed with time schedule.

No.	Expected Outcome/ Activity Description	Estimated Cost	Estimated Duration	Start Date	Comments
1.	Project launch workshop (virtual or in-person) with CDB and Implementing Agency to increase the capacity of Implementing Agency to follow CDB's procurement procedures	0	1 day	Q1 2025	
2.	Increased capacity of Implementing Agency to undertake procurement in accordance with CDB's Procurement Procedures through CDB's Online Procurement Training.	0	5 days	Q1 2025	

V. Summary of Proposed Procurement Arrangement

Project Component	(USD'000)					
	Primary		Secondary			Total Cost
	ICS	LB	DS	CDB	Counterpart	
1. Water Management Systems Climate Smart Irrigation						
2. Building Capacity for the Adoption of Agriculture Climate Risk Information System						
3. Resilient and Sustainable Agriculture and Livelihoods Initiative						
4. Relevant Policies, Strategies and Action Plans Supported						
5. Coordination Mechanism and incentives for integrating DRM and CCA in the agriculture sector supported						
6. Project Management Cost						
Sub-total						
Contingency (6.5%)						
Bank Transfer Fee						
Total Project Costs						

ICB	International Competitive Bidding	QBS
NCB	National Competitive Bidding	QCBS
DS	Direct Selection	FBS
LB	Limited Bidding	LCS
RB	Regional Bidding	CQS
FA	Force Account	ICS
NBF	Non-Bank Financing	

This information is withheld in accordance with one or more of the exceptions to disclosure under the Bank's Information Disclosure Policy.