

**GREEN CLIMATE FUND READINESS PROPOSAL FOR ST. KITTS AND NEVIS FOR INSTITUTIONAL CAPACITY AND COORDINATION AND COUNTRY PROGRAMMING**

**CONSULTANCY SERVICES FOR THE DEVELOPMENT OF COMMUNICATION AND AWARENESS-RAISING STRATEGY AND ACTION PLAN**

**TERMS OF REFERENCE**

**1. BACKGROUND**

1.01 Climate change (CC) is one of the most critical issues facing the Caribbean region and its impact is observed through rising sea levels, extended drought periods, increased intensity and frequency of storms, increasing mean temperatures and changes in rainfall and weather patterns. As a small island developing state, the Federation of St. Kitts and Nevis, is particularly vulnerable to the adverse impacts of CC. These impacts affect the socio-economic development of the country in sectors such as tourism, agriculture, water, and infrastructure, particularly, coastal infrastructure and contributes to widening gender gaps between men and women. Gender shapes the expectations, attributes, roles, behaviours, and rights of both women in men. However, while CC is non-discriminatory and impacts everyone, men and women are affected differently on account of the differing social roles and expectations. Women are often disproportionately affected negatively with limited access to resources and participation in decision-making that shape policies and prioritise how climate finance is used. The roles and responsibilities ascribed to women and men in society impact their respective dependence on their natural environment, shape their capacity to adapt to a changing climate, and lead to specific knowledge of how to influence the environment.

1.02 St. Kitts and Nevis also faces the prospects of persistent inequalities and irreversible and permanent loss and damage resulting from CC. Given these prospects, St. Kitts and Nevis is committed to taking ambitious actions to mitigate and build resilience to CC. This is reflected in its Nationally Determined Contributions (NDCs) which seek to attain sustainable and environmentally sound development. St. Kitts and Nevis, while a minor contributor to global carbon emissions, is committed to reductions of 22% and 35% of greenhouse gases emissions in the business-as-usual scenario for 2025 and 2030 respectively. In its NDCs, the country has identified water, agriculture, and coastal zone as three important areas for building resilience. St. Kitts and Nevis pursuit of low carbon and climate resilient development is also guided by its National Climate Change Policy (NCCP) 2017.

1.03 The NCCP is being implemented in all sectors to enhance the adaptive capacity of the country to cope with the CC impacts. The NCCP is supported by the National Climate Change Adaptation Strategy (NCCAS) 2018, which operationalise the policy directives and objectives outlined in the NCCP. The NCCAS provides guidance on priorities and appropriate measures for adaptation to reduce vulnerability to the impacts from CC and to build resilience over the long term in St. Kitts and Nevis. The Strategy is also sensitive to the adaptation actions that have to be designed taking into consideration how women and men are impacted by CC. It recognises that the impacts of CC can exacerbate existing gender inequalities. The promotion therefore of gender equity and gender-responsive adaptation remains important. The Government of St. Kitts and Nevis (GOSKN) also recognises the need for resilience planning and have taken the decision, through this project, to prepare a resilient National Development Plan, and an Urban Resilient Plan for the city of Basseterre.

1.04 The potential cost of St. Kitts and Nevis CC programme will be significant. The GOSKN will be required to consider the mobilisation of resources to fund its adaptation and mitigation activities. This is critical to ensuring the feasibility and sustained implementation of its NCCP. A mix of national, regional, and international financial intermediaries, including the Green Climate Fund (GCF), have

been identified as potential sources for funding. The GCF has emerged as a viable source for access to grants and concessionary loans to fund CC investments. However, accessing GCF funds will require St. Kitts and Nevis to build the capacity, both human and technical, to enable it to manage GCF resources, deliver projects, and to monitor and report. Beside the GCF, the GOSKN is also exploring the ideas of innovative financial instruments, while also building CC into the national budget to maximise funding. The support of the private sector is also critical, and the Government will work with the sector to explore partnerships in climate-resilient and low carbon development activities.

1.05 The GOSKN in 2015 took the decision to access the GCF with the submission of its National Designated Authority (NDA). The NDA is currently the Department of Economic Affairs and Public Sector Investment Programme in the Ministry of Sustainable Development. Following that decision, St. Kitts and Nevis have over time benefitted from various engagements with the GCF. In 2017 and 2018 the country benefitted from the GCF Caribbean Regional Dialogues held in Belize and Grenada respectively. Also, in 2017 St. Kitts and Nevis received training in the design of the GCF Concept Notes through a workshop organised by CDB and the Caribbean Community Climate Change Centre. More recently, in 2019, the country participated in the GCF Global Programming Conference, a key focus of which was to learn how to incorporate mitigation and adaptation action into national priorities to realise climate objectives under the United Nations Framework Convention on Climate Change and the Paris Agreement. Also, in 2019, St. Kitts and Nevis received support, from a Deutsche Gesellschaft für Internationale Zusammenarbeit GmbH Grant, targeting NDC implementation, which funded the development of a concept note for the water sector, which was submitted to GCF for review.

1.06 Under the GCF Readiness and Support Programme (Readiness Programme, St. Kitts and Nevis has helped to finance three regional projects. The first project, delivered by the OECS Commission and approved in 2019, seeks to address issues pertaining to project development; data and information gaps; and public-private engagement. It will also facilitate and support the participation of non-state stakeholders in project identification and development, and address previously identified fiduciary and related gaps within the OECS Commission. The second project provides support for improving regional and national level mechanisms and capacity for achieving climate resilience through advancing Multi-hazard Early Warning System. The Caribbean Disaster Emergency Management Agency will function as the delivery partner for this project. The third project provides support to civil society organisations to enhance their capacity, including knowledge, skills, and organisational structures, to enable them to access GCF finance and delivery CC projects nationally and regionally. The Caribbean Natural Resources Institute has been identified as the institution to deliver this project.

1.07 Although St. Kitts and Nevis has had interactions with the GCF, this has not yet materialised into access to funding for its own CC programme. The country still faces some challenges in accessing climate finance. A 2015 study done by Charles and Associates identified these challenges as - limited institutional capacity in overseeing day-to-day national CC programming; inadequate mechanisms for stakeholder engagement and information exchange at both the national and island levels; the absence of an effective mechanism for meaningfully mainstreaming CC programmes into the national strategic framework; the absence of an institutional apparatus to access the GCF and other dedicated CC financing mechanisms; inexperience with developing or implementing large-scale climate projects; inadequate level of CC awareness and ownership at the national level; and the absence of well-developed project concepts that can be rapidly completed so that they may be considered for funding or for inclusion in the national planning process. Addressing these challenges cannot be done by St. Kitts and Nevis alone. The support of external entities like the GCF, who can provide capacity building support, will be needed. Some of the main functions of the GCF Readiness Programme is to provide institutional strengthening and support country programming, which will benefit St. Kitts and Nevis who is yet to receive support from the programme. In particular, the Readiness Programme will help the NDA for St. Kitts and Nevis to provide guidance to line ministries, private sector, and civil society groups, on GCF operations and processes, and on the design of project concept notes and project proposals.

1.08 The proposed project will therefore support St. Kitts and Nevis by building capacity within the NDA by delivering the necessary mechanisms to help the country better engage with GCF and increase access to funding. Specifically, the project will deliver training on GCF operations, including its gender equality mandate, and on project concept design. It will also develop coordination mechanisms for stakeholders and a strategic framework/country programme that will guide St. Kitts and Nevis engagement with the GCF and outline a potential project pipeline. In addition, in keeping with the National Gender Policy of the GOSKN to integrate gender equality and equity concerns in every sector of the state, a new National Development Plan will be completed with gender mainstreaming and climate resilience as a priority. A new Urban Resilience Plan will also take gender considerations into its design.

## **2. OBJECTIVE OF CONSULTANCY**

2.01 The objective of the consultancy is to develop a Communication and Awareness-Raising Strategy and Action Plan to inform stakeholders on the progress in St. Kitts and Nevis engagement with the GCF. This will allow for persons to better understand the support that GCF is providing and to engage with the government on the mobilisation of climate finance from the GCF.

## **3. SCOPE OF SERVICES**

3.01 The Consultant will undertake the following tasks:

- (a) Meet with national stakeholders (Ministries and technical services, media, private sectors, non governmental organisations, Statutory Bodies, Civil Society delivery partner, GCF Regional Advisor, accredited entities) involved in CC-related programmes and projects to identify their communication needs.
- (b) Map current practices of the NDA and other stakeholders' communications and engagement on CC related policies and strategies.
- (c) Analyse the specific needs in terms of knowledge sharing on CC and CC finance issues based on collected information to propose a coherent and accepted communication strategy by all stakeholders.
- (d) Identify the target audience and propose appropriate communication tools to achieve the objective of keeping all stakeholders and the public updated and informed on St. Kitts and Nevis engagement with the GCF and enhancing visibility of the NDA regarding GCF.
- (e) Define relevant messages in relation with CC and CC finance issues to engage a wide range of stakeholders, including the private sector and civil society.
- (f) Develop a fit-for purpose Communication and Awareness-Raising strategy, including key messages, that will identify specific objectives for raising awareness amongst the different stakeholders including - government, private sector, civil society, GCF accredited entities, and the public; it will also capture templates for creating online newsletters, brochures, booklets, and dialogue platforms for the stakeholders mentioned in a creative and simplified manner.
- (g) Develop an Operational Action Plan focusing on priority actions, budget, timelines and the human and material resources needed for implementation.

## **4. DELIVERABLES**

4.01 The Consultant will be required to provide the following products:

- (a) An Inception Report and Work Plan submitted to CDB and the NDA for approval.
- (b) A draft Mapping Report of NDA and other stakeholders' communications and engagement on CC related policies and strategies, submitted to CDB and NDA for review and feedback.
- (c) Final Mapping Report, incorporating CDB and the NDA feedback, completed.
- (d) Draft Communication and Awareness-Raising Strategy submitted to CDB and the NDA for review and feedback.
- (e) Final Communication and Awareness-Raising Strategy, incorporating CDB and NDA comments, completed.
- (f) Operational Action Plan completed.

## **5. QUALIFICATIONS AND EXPERIENCE**

5.01 Prospective candidates should have a minimum of the following qualifications:

- (a) Prospective candidates should have a Masters degree in Mass Communications; Development Communication; Organisational Communications, Journalism, or other relevant fields.
- (b) At least five (5) years of relevant experience in developing, designing, production and publishing/dissemination/airing of communication products using various media, and organising, and producing major events of regional or international nature.
- (c) At least five (5) years experience in awareness raising, web content development, public relations and communications.
- (d) At least five (5) years experience in the usage of media technology, the world-wide web for public information, and good knowledge and experience in handling of web-based management systems for sustainable development.
- (e) Ability to produce a wide range of communication products including infographics, videos, and layouts for both web and print.
- (f) Knowledge of the GCF would be beneficial.
- (g) Excellent English skills.

## **6. DURATION**

6.01 The Communication consultant will be recruited for a duration of three (3) months.