



## **NAP GLOBAL NETWORK - COUNTRY SUPPORT HUB**

### **TERMS OF REFERENCE**

#### **Local consultancy: Analysis of Monitoring and Evaluation of Adaptation for Grenada's National Adaptation Plan (NAP)**

**October 2018 – April 2019**

The National Adaptation Plan (NAP) Global Network (NAP GN) was established in 2014 to enhance climate adaptation planning processes in developing countries through coordination of bilateral support and in-country actors. Participants of the Network come from over 106 countries and consist of practitioners working on national adaptation planning. The Secretariat of the NAP Global Network is at the International Institute for Sustainable Development (IISD).

The NAP Global Network delivers support through a mechanism called the *Country Support Hub*, providing expert advice and short-term technical support on specific issues related to the NAP process or its implementation.

#### **Purpose of the consultancy**

Grenada's first National Adaptation Plan (NAP) was approved at the end of 2017. It is one of Grenada's main mechanisms for accessing external climate financing and plays a crucial role as a vehicle for strategic investments in Grenada's climate-resilient development. Furthermore, the NAP provides the framework for further integration of climate change considerations into planning and budgetary processes to "climate-proof" public and private investments, ensuring efficient spending of scarce financial resources.

The Program of Action (PoA) 12 in the NAP addresses the monitoring and evaluation of the NAP. The goal for that PoA is: "The implementation of proposed NAP measures is documented" and is measured by the indicator: "Assessment reports on the implementation of the NAP measures are released every 2 years and make recommendations on possible adjustments to the implementation process and for the update of the NAP document 2022-2027."

Currently the government is in the process of identifying a clear and flexible mechanism for monitoring, as well as to establish and sharpen the M&E process drafted in the NAP. This shall be aligned with other climate related monitoring processes, including those under the Green Climate Fund (GCF) Readiness programme and the Nationally Determined Contribution (NDC) support.

Working in close collaboration with representatives of the Ministry of Climate Resilience, the Environment, Forestry, Fisheries, Disaster Management and Information of Grenada, the consultant will be tasked with three main objectives:

- Identify the appropriate monitoring system(s) for Grenada's NAP process.



- Set the basis for a detailed M&E strategy and process for the NAP implementation and reporting, including capacity building on M&E of adaptation among sectoral focal points.
- Identify key considerations to ensure a resource efficient and functional monitoring process, including the identification of key roles and responsibilities for a future M&E Coordinator for Grenada, and financial considerations to ensure continuous M&E until 2021 and beyond.

### Deliverables

The following table describes the deliverables for the assignment:

	Deliverables	Due date
1.	<p><b>Detailed work plan</b> for the consultancy period including:</p> <ul style="list-style-type: none"> <li>▪ Reference list of relevant M&amp;E of adaptation documents in Grenada (at the national, sectoral and local levels) that could help inform/serve the basis for the next steps of this assignment</li> <li>▪ Proposed stakeholders interview list from the different sectors and associated guiding questions</li> <li>▪ A detailed timetable indicating the time required to complete each of the products and associated activities of the consultancy.</li> </ul>	November 7
2.	<p><b>Technical analysis of M&amp;E for adaptation in Grenada</b> to serve as the basis for the design of the country’s M&amp;E system for the NAP. The technical analysis will be conducted based on the identification and review of existent sources (e.g. desk review of M&amp;E related resources at the project, sectoral and national levels), key informant interviews, and on the analysis of information provided by the climate change Focal Points in priority ministries (8 priority sectors<sup>1</sup>). This task involves:</p> <ul style="list-style-type: none"> <li>• Identification of existing M&amp;E approaches, tools, data sources and indicators related to adaptation that are already being used in Grenada (at the national, sectoral and local levels).</li> <li>• Table listing existing data collected by each sectoral M&amp;E system</li> <li>• Identification of other M&amp;E approaches, trends, lessons learned, as well as specific M&amp;E for adaptation tools, data sources and indicators used nationally or internationally, that could be useful to consider in the design and implementation of Grenada’s NAP M&amp;E system.</li> <li>• Identification of key M&amp;E for adaptation needs of the (8) priority sectors.</li> <li>• Identification of key considerations for a resource efficient and functional monitoring process for Grenada, including budget requirements to ensure sustainability.</li> </ul>	December 10

<sup>1</sup> Grenada’s priority sectors for adaptation: Water availability, Food security, Disaster risk reduction and disease prevention, Integrated coastal zone management, Resilient infrastructure and sustainable land management, Climate and sea-level rise data and projections, Sustained public education and participation, Ecosystem resilience



3.	A <b>set of recommendations</b> that can be presented to Grenada’s Senior Management Board, focused on specific next steps, timelines and budget considerations to operationalize the country’s M&E system. These recommendations will integrate the results of previous products, as well as the feedback received during the consultation meeting (Product 5).	December 20
4.	In collaboration with the Ministry of Climate Resilience, the Environment, Forestry, Fisheries, Disaster Management and Information, design and implement a series of <b>capacity building sessions</b> on M&E (up to 3 sessions, 2 days each) aimed at raising awareness about the issue and strengthen the skills of CC Focal Points and other key stakeholders (e.g. technical officers, planning officers) in this field. These training sessions could include presentations of the experience of other NAP GN countries (peer learning).	March 18
5.	In collaboration with the Ministry of Climate Resilience, the Environment, Forestry, Fisheries, Disaster Management and Information, plan and implement a <b>two-day consultation meeting</b> aimed at presenting the technical analysis conducted by the consultant, discuss the design and operationalization of the NAP M&E system in Grenada, and inform the next steps of the process.	April 1
6.	Prepare a Blog post about the M&E of climate adaptation process in Grenada to be posted on the NAP Global Network website. The Blog post will be prepared following the NAP GN guidelines and integrating the feedback received by IISD and its counterparts in Grenada.	April 15

The total period to complete the products of the consultancy is 6 months.

### Required qualifications

The required qualifications of the consultant or consultancy team are:

- Master’s degree in a relevant field
- Demonstrated expertise in M&E of climate adaptation (minimum of 7 years exp.)
- Knowledge of the climate adaptation context in Grenada
- Strong research, analysis and writing skills
- Fluency in English (spoken and written)

### Reporting

The Consultant will report to IISD through the NAP Global Network Country Support Hub Coordinator (Patrick Guerdat) and will work in close collaboration with the Ministry of Climate Resilience, the Environment, Forestry, Fisheries, Disaster Management and Information.

### Application Process

To apply for this consultancy, please submit a cover letter, CV, the estimated number of days needed to complete each product, daily rate and a proof of the daily rate (e.g., copy of a contract of at least 20 days that states a daily rate) to: [info@napglobalnetwork.org](mailto:info@napglobalnetwork.org)



In your application, please clearly demonstrate how you meet the criteria outlined above.

**Application deadline:** October 21, 2018

**Start date:** October 26, 2018

**Location:** St. George, Grenada

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