



## **Terms of Reference**

### **GCF Readiness and Preparatory Support Programme:**

#### **“Getting Grenada Private Sector Ready for Grenada’s Climate Finance (GPS-4-GCF)”**

#### **Implemented by: Grenada Development Bank**

### **CONSULTANCY SERVICES – CLIMATE CHANGE KNOWLEDGE MANAGEMENT SPECIALIST**

#### **Background:**

Driven by private sector investments in tourism, education, transport, real estate and other business activities such as construction, retail trade, and agriculture, Grenada’s economy is highly vulnerable to the adverse impacts of climate change, such as extreme weather events and sea level rise, which result in significant damage to public and private infrastructure and disruption of services. To address this, the country has outlined in both its Nationally Determined Contributions (NDC) and National Adaptation Plan (NAP) ambitions to transition to a low-carbon, climate-resilient economy, which will require significant investments from the public and private sectors.

Private investment must play a critical role in shaping the development financing architecture for climate resilience, building and emission reduction at the national level, leveraging available public finance, and supporting additional direct private investments in risk-proofing and transitioning to renewable energy. Notwithstanding, numerous barriers to accessing finances have been identified, such as the unavailability of innovative financing instruments, inadequate knowledge and understanding of these instruments in the context of climate financing, and limited capacity to leverage public financing.

Through the Grenada Development Bank (GDB), with funding support from the Green Climate Fund (GCF), the Government of Grenada seeks to develop an appropriate climate finance investment framework for private sector stakeholders. This is necessary within the local economy to increase adaptation and ensure a reduction in greenhouse gases (GHG) and attainment of its NDCs.

The **Getting Grenada Private Sector Ready for Grenada’s Climate Finance (GPS-4-GCF)** project aims to build the capacity of the private sector to invest in climate action and create an enabling environment, while removing barriers to private sector investments. The outcome is that



climate finance will be more effectively accessed and mobilized, and its use will be scaled up by both the public and private sectors for investments in climate change mitigation and adaptation. This will be achieved primarily through focused training and preparing private sector stakeholders to engage in the climate finance landscape, through policy and strategy development, preparation of communication tools, development of material and guidelines, and promoting information exchange among stakeholders through dialogue.

Targeted beneficiaries include:

- a) financial institutions – commercial banks, development banks, credit unions, regulatory bodies
- b) insurance companies and insurance service providers
- c) private sector businesses – hoteliers, micro, small, medium, and large commercial businesses
- d) commodity boards and state-owned enterprises
- e) private sector education and medical service providers, and training agencies
- f) construction service providers - builders, architects, engineers, etc.

### **Consultancy Objectives:**

The GDB seeks to engage short-term consultants to enhance Grenada's private sector readiness to access climate finance.

The Climate Change Knowledge Management Specialist is tasked with creating a Sustainable Climate Finance Structured Dialogue Platform and a financing mechanism for its sustainability for the private sector and others, and to support the enhancement of capacities in the implementation of GCF-funded activities. All activities outlined for the process, particularly stakeholder engagements for capacity building, must be carried out with gender-sensitive lenses, emphasizing developing countries.

The Climate Change Knowledge Management Specialist will be responsible for delivering the following:

### **Outputs/Activities/ Deliverables:**

#### **Outcome 1.3:**

Relevant country stakeholders (which include executing entities, civil society organizations, and the private sector) have established adequate capacity, systems, and networks to support the planning, programming, and implementation of GCF-funded activities.

**Output 1.3.6:** The Private sector is actively engaged and supported throughout the life cycle of climate change private sector projects and investments i.e., from concept development to ex-post evaluation, utilizing a knowledge-sharing and learning platform.



- Activity 1.3.6.1: Develop and implement a stakeholders' knowledge-sharing and learning dialogue platform for consultations with the private sector with respect to project ideas, concepts, and proposals to be submitted to the Fund and linking those to the work of the UNFCCC Focal Point as well as other Climate Change Focal Points in relevant line Ministries.
  - **Deliverable 1.3.6.1.1:**  
Document outlining the procedures and process for engaging with the private sector knowledge sharing and learning platform.

### **Outcome 5.2:**

Partnerships established to foster the development and dissemination of methods, frameworks, and information systems for enhanced climate finance programming at subnational, national, and regional levels

**Output 5.2.1:** Sustainable Grenada Climate Finance Structured Dialogue Platform created for Stakeholders to gain a greater understanding of the funding for GCF projects in Grenada at various points in the year, to exchange on ways to link results to resources, and to discuss progress of projects and engagement with the NDA and the GCF.

- Activity 5.2.1.1:  
Establish and operationalize a Sustainable Grenada Climate Finance Structured Dialogue as a platform for engaging accredited entities operating in the country, the NDA, and public and private sector stakeholders in a dialogue around climate finance to identify practical and implementable solutions to catalyze and mobilize public and private sector investment in climate actions.
  - **Deliverable 5.2.1.1.1:**  
Operational guidelines developed and validated for the Grenada Sustainable Climate Finance Structured Dialogue. conducted.
  - **Deliverable 5.2.1.1.2:**  
Report on consultations with stakeholders for the development of the Structured Dialogue Platform. A gender-sensitive approach will be taken in terms of participation in the consultations.
- Activity 5.2.1.2:  
Negotiate with development partners and the public and private sectors to secure ongoing financing for the sustainable operations of the Structured Dialogue Platform.
  - **Deliverable 5.2.1.2.1:**



Funding mechanism established for the sustainable operations of the Structured Dialogue Platform

### **General Terms, Qualifications and Experience:**

The Climate Change Knowledge Management Specialist will be engaged in a fixed-price consultancy, which is expected to be implemented in 3 man-months, within five months.

The Climate Change Knowledge Management Specialist must possess the following qualifications, skills, and demonstrated experiences:

#### **Education:**

An advanced university degree; Master's degree or equivalent (PhD an asset) in Knowledge Management, Economics, Climate Change, Environmental Science, International Development or related fields of study. Background in other areas may be considered based on experience and performance in previous positions.

#### **Experience:**

- A minimum of 7 years of progressively responsible relevant experience in Knowledge management, international development, economic development, and or sustainable development, with a focus on public and/or climate finance, climate change institutional and policy issues
- At minimum, 5 years of experience in private, public, and/or climate finance and project design with national governments and private sector organizations, throughout a project life cycle from concept design and development to project evaluation
- Experience in the creation of knowledge-based products for use nationally and regionally, using scientific tools and techniques, with an emphasis on climate change, climate finance
- Experience and skills in producing, editing, and or publishing climate change finance documents (policy briefs, case studies, etc.), platform creation, and a listing of same, with verifiable references.
- Experience with/working knowledge of the GCF including its Readiness and Preparatory Support program
- Strong understanding of the climate policy and finance landscape and institutional arrangements
- Experience working in the Caribbean region, or other countries of a similar nature, as it relates to geographic, financial, and cultural factors

#### **Skills and Competencies:**

- Demonstrated experience with knowledge management tools and the development of related products.



- Experience and demonstrated ability in conducting qualitative research- data collection and evaluation of raw data;
- Knowledge of institutional mandates, policies, and operations concerning Climate Change, particularly in developing countries;
- Experience in working with a wide range of stakeholders (private, governmental, etc.) and partnership building;
- Experience in developing project documents - concept notes and others;
- Strong analytical skills and ability to adapt to the national context;
- Excellent advocacy, communication, and organizational skills;
- Proactive, motivated, and meticulous with an ability to be flexible and adaptive;
- Strong knowledge of Microsoft Office applications, mainly Excel, Word, SPSS, and PowerPoint

Proposals must be submitted with the headline - **Climate Change Knowledge Management Specialist** on or before **2 pm EST, July 31st, 2025**. Proposals must be submitted via the following email: [info@gdbbank.com](mailto:info@gdbbank.com), copied to: [cpu@gov.gd](mailto:cpu@gov.gd), and must be addressed to:

The General Manager  
Grenada Development Bank  
Melville Street  
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