

**TERMS OF REFERENCE (TOR)**  
**GOVERNMENT OF GRENADA-MINISTRY OF FINANCE**  
**CLIMATE SMART AGRICULTURE AND RURAL ENTERPRISE**  
**PROGRAMME (SAEP)**  
**CONSULTANCY FOR DEVELOPMENT OF CSA MANUAL FOR 4HERS**

Development of a Climate Smart Agriculture Manual for 4Hers in Grenada and Carriacou funded by the Climate Smart Agriculture and Rural Enterprise Program (SAEP).

**Background**

The Government of Grenada (GOG) through financing agreement between the International Fund for Agricultural Development (IFAD) and Caribbean Development Bank (CDB) has embarked on a US \$14 million, six year Programme (2018-2024), the Climate-Smart Agriculture and Rural Enterprise Programme (SAEP).

The overall goal of the SAEP is to contribute to the reduction of poverty and vulnerability of men and women in rural communities in the tri-island state of Grenada. The development objective of SAEP is for Project beneficiaries to improve their livelihoods and resilience by accessing new jobs starting up/ consolidating businesses and adopting CSA practices.

This will be achieved through the following outcomes: Outcome One Enterprise and Business Development: Start up and new enterprises in rural areas are supported through capacity building, technical services and financing. Outcome Two Climate Smart Agriculture: Farmers have increased their sustainability through Climate Smart Agriculture (CSA) Practices. This CSA Component is being implemented by the Ministry of Agriculture, Forestry and Lands.

The 4H Unit of the Ministry of Agriculture, Forestry and Lands mission is to advance knowledge for Agriculture, the Environment, Human Health and well-being by creating opportunities for youth. This mission will be implemented by the three main objectives of 4H which are 1) To create opportunities which promote positive youth development. 2) To teach knowledge and life skills which enhance quality of life. 3) To engage young people in the work of the Ministries of Agriculture and Education.

In keeping with these objectives, the SAEP Programme has specific provisions geared at providing support to the 4H Division. It is estimated that 1,000 children are expected to receive benefits from climate awareness and CSA training activities starting from primary and secondary school children (ages 7-17). These activities will be implemented through the 4H Unit of the Ministry of Agriculture whose main purpose is to ensure continuity of the learnt climate smart practices for young people island wide. It is anticipated that the participants will become more interested in the innovative techniques that can be incorporated in agricultural production.

## Goal and Objectives

The main goal of the consultancy is to develop a Climate Smart Agriculture Manual for 4Hers for use throughout Grenada, Carriacou and Petite Martinique.

### Objectives

The Objectives of the Manual are as follows:

- a) Provide knowledge and increase awareness on CSA Practices
- b) Promote the adoption of CSA Practices
- c) Use as reference material in the implementation of 4H agricultural activities
- d) Use in the identification of best practices in Agriculture
- e) Foster positive attitudes towards the agriculture sector

## SCOPE OF WORK

- i) The consultant is expected to develop a manual on CSA, CSA Practices and provide one hundred and fifty (150) hard copies to the 4H Division. Additionally, the Consultant is expected to submit a PDF version of the developed manual to the 4H Division and SAEP on completion of the consultancy. The manual should be interactive and colorful to appeal to children between the age range of 7-17 years.
- ii) The manual should be in the form of an 8.5 x 11 (paper size) booklet and include:
  - a. Animations and pictures of a good quality, coloured with high resolution
  - b. The manual should be durable with laminated front and back covers finish
  - c. Legible font and information that is easily understood by children
- iii) Information researched should be relevant to the agricultural sector and on CSA topics including but not limited to:
  - Climate Change: internationally and locally
  - Overview of CSA Practices and its importance
  - Composting
  - Use of organic/biological control of pests and diseases
  - Protective Agriculture
  - ICT in Agriculture (*Caribbean and International use*)
  - Case Study of implementation of CSA Practice and its benefits
  - CSA Practices in other productive sectors such as livestock, fisheries, poultry, beekeeping

## SKILLS AND KNOWLEDGE OF CONSULTANT

The consultant should possess:

- A Diploma/Certificate in Agriculture, Bachelor's Degree in General Agriculture will be an asset
- Minimum 2 years' experience in the agriculture field
- Good communication skills, with strong emphasis on writing, interpersonal skills and the ability to engage/work well with children
- Demonstrate a clear understanding in Climate Change related issues and Climate Smart Agricultural Practices

- Experience and knowledge of graphic designs and ICT skills
- Transferring knowledge and skills in Climate Smart Agriculture Practices

### **Responsibilities of the Consultant**

- Prepare and submit a first draft of the manual for review and approval by the 4H Division.
- Ensure researched information used in the manual, once not the work of the consultant is properly referenced.
- Engagement with the 4H Organizer for additional details on the 4H Clubs.

### **Responsibilities of SAEP/MOAL 4H Division**

- Provide support to the consultant in the development of the manual
- Review the first draft and final version of the manual developed, provide the necessary feedback to facilitate completion of the manual within the agreed upon timeframe.
- Prepare payment upon completion of the consultancy in agreement to the rules of the contract.

## **LEVEL OF DELIVERY**

The consultancy is expected for a period of three (3) months September to November, 2021.

## **CONTRACTUAL AGREEMENT, LOGISTICS AND SUPERVISION**

The Consultant will be hired under GOG MOF-SAEP terms of contract and supervised by the **4H Organizer, Ministry of Agriculture (MOAL)** solely for the purpose of delivering the above objectives, within the agreed time frame.

## **INSTITUTIONAL AND ORGANISATION ARRANGEMENT**

The Consultant will report to **SAEP through the 4H Organizer, MOAL** to deliver the service efficiently. The expected time for this Consultancy is September – November, 2021.

### **Payment Schedule and Duration of Consultancy**

The Consultant's payment shall be based on the financial proposal developed for this consultancy in accordance with the agreed contract deliverables.

Payment shall be made in three (3) instalments of:

- 20% - upon submission and approval of first draft of the manual;
- 50% - upon completion of final version of the manual; and
- 30% - upon submission of 150 hard copies and PDF version of the manual

The deadline for submission of Proposals is no later **August 16, 2021** and can be sent to:

Email [saep@saep.gov.gd](mailto:saep@saep.gov.gd)

By Post:

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