



## **BE-CLME+ Project: Promoting National Blue Economy (BE) Priorities Through Marine Spatial Planning in the Caribbean Large Marine Ecosystem Plus (GEF Project ID 10211)**

Terms of Reference for a Regional Consultancy to Develop a Guidance for Marine Spatial Planning in the Caribbean and Protocol that considers the Caribbean Community Common Fisheries Policy (CCCFP) and National Data and Capacity Gaps and Needs

### **1.0 Background & Justification.**

1.1 The BE-CLME+ Project is a regional initiative aimed at promoting blue economy development in the Caribbean region through Marine Spatial Planning (MSP) and Marine Protected Areas (MPAs), Ecosystem Approach to Fisheries (EAF), development of climate-smart sustainable fisheries value chains, and knowledge management in Barbados, Belize, Guyana, Jamaica, Saint Lucia, and Panama. The Caribbean Regional Fisheries Mechanism (CRFM) is the Executing Agency for the project, while the Development Bank of Latin America and the Caribbean (CAF) and the Food and Agriculture Organization (FAO) of the United Nations are the Global Environment Facility (GEF) Co-Implementing Agencies.

1.2 The 2024-2025 BE: CLME+ Project Workplan & Budget was approved by the Regional Steering Committee on 6<sup>th</sup> September 2024, and calls for a regional consultancy to develop a Marine Spatial Planning Protocol that considers national data and capacity needs assessments.

1.3 Marine Spatial Planning (MSP) as defined by the Intergovernmental Oceanographic Commission (IOC) of UNESCO is “A public process of analysing and allocating the spatial and temporal distribution of human activities in marine areas to achieve ecological, economic and social objectives that have been specified through a political process.” It is a tool that allows sector-based planning to address multiple uses across land-sea interfaces and ocean governance that goes beyond the reach of integrated coastal zone management, as its scope is broad across multiple spaces and integrates activities and uses from land to coastal areas, and beyond, into the exclusive economic zone. It is a comprehensive, integrated, ecosystem-based planning approach that is vastly different from the traditional sector based, single-purpose approach historically used in coastal and ocean governance.

In the last two decades, the use of this planning approach has been advocated by an increasing number of scientists, policy makers and marine science experts as the most effective way to protect marine resources, address conflicts, improve coastal and ocean resources management and plan for future ocean use (McGann et al. 2014). Recently, MSP efforts have been implemented in multiple countries around the world including Europe, Australia, New Zealand, China, the U.S., Canada with MSP studies and guidelines developed to guide other countries, with a primary focus on lessons learned from European countries (Collie et al., 2013; UNESCO, n.d.). Since 2017, IOC-UNESCO and the European Commission’s Directorate-General for Maritime Affairs and Fisheries (DG MARE) adopted a “Joint Roadmap to accelerate MSP processes worldwide (MSProadmap)”, with the aim of tripling the maritime area globally that is benefitting from Marine Spatial Planning by 2030. This has led to accelerated efforts to implement MSP across the Caribbean and Latin America with IOC-UNESCO in



partnership with the European Commission's Directorate-General for Maritime Affairs and Fisheries placing many of the countries of the region on a surer footing towards effective management of their maritime resources.

The development and implementation of marine spatial plans are at various stages among countries that are guided by global protocols and frameworks. These frameworks provide the steps and considerations for setting up a marine spatial planning initiative. While Member States share similar aspirations to optimise the benefits derived from the marine space while conserving marine ecosystems, support and guidance is needed beyond the planning exercise that is relevant for the successful implementation of the MSP at the national level.

1.4 Through several initiatives such as the Caribbean Regional Oceanscape Project, Saint Lucia has developed its Coastal and Marine Spatial Plans which are intended to be used as tools to enable Saint Lucia to achieve sustained and equitable growth by pursuing a Blue Economy strategy. In September 2022, the Government of Barbados (GOB) signed an agreement with the Inter-American Development Bank (IDB) and The Nature Conservancy (TNC) for a "blue bond" debt conversion. The agreement includes, *inter alia*, the development of a Marine Spatial Plan (MSP) that is guided by the best available science, data, and information; an aspirational goal to protect 30% of the country's ocean by 2030. Similarly, the Belize MSP process which was launched on October 19<sup>th</sup>, 2022, will guide the sustainable development and designate up to 30% of Belize's ocean as biodiversity protection zones. In Jamaica, the government launched a national level marine spatial planning in 2018. With support from The Nature Conservancy (TNC), Jamaica has applied a participatory GIS approach to plan for the management of Pedro Bank's marine resources which would lead to the development MSP and zoning design for the Pedro Bank. The Pedro Bank MSP is based on a long-term 50-year vision with clear goals and objectives. In Guyana and Panama the MSP process is ongoing. All six participating countries have yet to translate any marine spatial plans into economic opportunities or informed national level blue economic strategies that stress ecosystem-based fisheries management and seafood value chain opportunities.

## **2.0 Objective of the Consultancy.**

The objective of this consultancy is to develop a regional framework for Marine Spatial Planning (MSP) in the Caribbean and a protocol that provides high-level guidance to ensure a consistent, multi-sector and all-inclusive approach to MSP development at the national level. The MSP step by step guidance and Protocol will consider existing national and regional policies that promote the conservation, management and sustainable utilisation of fisheries resources in the Caribbean such as the Caribbean Community Common Fisheries Policy (CCCFP) and its protocols; national data assessments as well as relevant existing national and regional MSP and strategic plans.

The MSP protocol will also take into consideration guidance that mutually benefits national Blue Economy Strategies and/or Blue Economy Strategy Implementation Plans to be developed by the project. The protocol should be developed in a manner which allows for its interpretation and application that is consistent with the CCCFP.

## **3.0 Key Activities will include, but not be limited to those listed below.**

**3.1 Prepare Inception Report and Work Plan:** The consultant will prepare a detailed workplan outlining *inter alia*, the activities to ensure the successful delivery of; the schedule inclusive of

milestones of the project and performance monitoring and evaluation; etc. Contingencies must be built into planning to allow the consultant to adapt to changing conditions. In preparing the workplan the consultant will present on the workplan and schedule at an inception meeting convened by the CRFM, with attendance from other relevant agencies upon commencement of the assignment to:

- a) Review the process for the conduct of all activities within the scope of services;
- b) Determine roles and responsibilities,
- c) Discuss the basis on which this work will be implemented, and
- d) Finalise the work plan and schedule. A final work plan and inception report (Product 1) on the outcome of the inception meeting will be prepared by the consultant and submitted to the CRFM for review and approval.

**3.2 Develop a project-wide MSP step by step guide for the Caribbean Region and MSP protocol:** The consultant will;

- a) Research and analyse other MSP approaches and guidelines currently applied regionally and extra-regionally to obtain the most current knowledge and best practice on MSP development, implementation, successes, challenges, and solutions and ensure these are captured in the MSP Protocol to be developed.
- b) Develop a MSP step by step guide for the Caribbean and a MSP protocol that provides high-level guidance to ensure a consistent, multi-sector and all-inclusive approach to MSP development at the regional and national level, and which at a minimum embraces the following principles: (1) ecosystem-based, (2) integrated, (3) place-based, (4) adaptive, (5) strategic, and (6) participatory and inclusive.
- c) Conduct physical visits and consultations with MSP authorities and stakeholders (public and private sector) in all six (6) project countries to obtain inputs and ensure inclusivity and stakeholder participation in the process of developing the MSP guide and protocol.
- d) Build on current MSP approaches being used in the six (6) project countries to ensure the MSP guide and protocol to be developed will provide added value and facilitate further MSP planning and implementation at the national level.
- e) The MSP step-by-step guide for the Caribbean, will be prescriptive about the requirements of each step, identify common and distinct challenges associated with each step, and recommend solutions for those challenges of particular relevance to the Caribbean region.
- f) Include institutional roles across sectors typically active in the blue space and the role and operationalization of cross-sector coordination and governance mechanisms that would facilitate the operationalization of the MSP process.
- g) Incorporate mechanisms for monitoring, evaluation and reporting on the implementation of the protocol.
- h) As an appendix to the MSP guide and protocol, and for the six project countries, provide country by country recommendations on how the new MSP protocol can be integrated into existing MSP frameworks at the national level.
- i) Provide recommendations for capacity building, technical assistance, and regional and international cooperation to support the effective implementation of the protocol.

**3.3 Convene national and regional validation workshops and prepare workshop report:** In coordination with the CRFM/PMU, the consultant will organize and convene virtual national workshops in each project country and a virtual regional workshop to validate the MSP Protocol developed and to discuss synergies with other national and regional activities and projects. The consultancy will consider and incorporate comments from the virtual workshops to produce the final version of the MSP Protocol. The consultant will also prepare a final national workshop report which would include, workshop activities and discussions, next steps, and a gender and role disaggregated list of stakeholders consulted during the process and their relationship level with the project.

**3.4 Develop communication/visibility material:** The Consultant will be responsible for providing the technical content of the assignment/ consultancy to the CRFM that is consistent with the CRFM's communications guidelines.

- a) The content must be communicable to develop at least one (1) communication and visibility material on the final MSP Protocol for national and regional dissemination. The communication and visibility material could include press releases, newsletters, flyers, brochures, website content, infographics, social media posts which will be submitted to the CRFM/PMU, vetting of content, and onward communication via the CRFM's Knowledge Management and Information System and broader regional networks.
- b) The consultant shall provide the audiovisual content collected from workshops and other activities such as voice recordings, videos, and photographs from interviews, focus groups, etc. as applicable to support communication and visibility material; as well as the metadata for the content captured, to ensure proper management and appropriate use of the captured content.
- c) The consultant is responsible for ensuring that all requisite consent forms from persons whose likeness and/or voice is captured for the purposes of their assignment are filled out and submitted to the CRFM Secretariat.

**3.5 Consult with the CRFM/PMU and be informed of the Environmental and Social Safeguards (ESS) triggered by the BE: CLME+ Project and ensure the MSP Protocol is in compliance with the ESS triggered by the BE: CLME+ Project.**

#### **4.0 Expected Outcomes and Deliverables.**

4.1 The consultant(s) are expected to deliver the following products:

**Product 1:** Inception Report and Workplan detailing activities, milestones, timeline, and a robust methodology to carry out the assignment.

**Product 2:** Draft Report – Draft MSP step by step guide and protocol

**Product 3:** Virtual National Workshops in each project country, Virtual Regional Workshop to Validate the MSP Protocol, Workshop Reports

**Product 4:** Final MSP step by step guide and protocol

**Product 5:** Communication and Visibility Materials. Materials consistent with Section 6.0 of these Terms of Reference.

## 5.0 Project Schedule and Milestones.

Deliverable	Date	Payments
Product 1: Inception Report and workplan	0.5 month after contract signature	10% of contract value
Product 2: Draft MSP step by step guide and protocol	2.5 months after contract signature	40% of contract value
Product 3: Virtual National Workshops in each project country, Virtual Regional Workshop, Workshops Report (English and Spanish)	3.5 months after contract signature	20% of contract value
Product 4: Final MSP step by step guide and Protocol <sup>1</sup> (Spanish and English)	4.5 months after contract signature	30% of contract value
Product 5: Communication and Visibility Material (Spanish and English); consistent with Section 6.0 of Terms of Reference.		

## 6.0 Reporting Requirements.

6.1 The consultant will present the deliverables following the schedule established in section 5 of these terms of reference. The deliverables must include reports in Word<sup>2</sup>, PowerPoint presentation of major findings and recommendations, and other documents used as the basis of the analysis (including other formats such as Excel spreadsheets, etc. as applicable) and a folder with the list of bibliographic references used to develop the analysis. All materials must be delivered in **English. The following final deliverables must be submitted in both English and Spanish:** Regional Workshops Report and National workshop report (Product 3), Final MSP step by step guide and protocol (Product 4) and Visibility Material (Product 5) must be delivered. All reports, studies, plans, drawings, source code, technical data, specifications, and any other material prepared by or worked upon by the consultant exclusively for the CRFM under this Agreement are the sole and exclusive property of the CRFM and as such the CRFM has exclusive title, rights, and interest in all such material including the right of dissemination, reproduction, and publication. The consultant will also work closely with the Regional Project Coordinator and the Marine Spatial Planning Specialist of the BE: CLME+ Project on the assignment.

## 7.0 Acceptance Criteria.

7.1 Payments will be authorized once the CRFM accepts the products specified by the TOR. The CRFM will have up to three weeks to provide written comments/recommendations to the consultant(s) reports. Unless previously determined, the CRFM will generally accept the deliverables once the consultant or consulting firm confirms the following: (i) receipt and additional inclusion of comments/recommendations in a revised version and (ii) provision of date for presentation of the revised versions of the submitted deliverables. The consultant(s) are expected to include these comments two weeks after receipt.

<sup>1</sup> The Final MSP Protocol should be comprehensive in scope and concise in format and presentation.

<sup>2</sup> All reports should follow the CRFM Guidelines for Publications and Reports

## 8.0 Consultant's Effort and Required Skills

8.1 This consultancy has been estimated to require a maximum of 60 Consultant Days.

8.2 Applicants should meet the following requirements:

- Master's Degree in Marine Management, Fisheries Science, Natural Resource Management, Coastal Zone Management, Coastal Tourism, or Marine Science.
- Training in Marine Spatial Planning and/or Blue Economy.
- Minimum of 7 years' experience working as a technical expert in a marine field.
- Work experience in any or all the project countries.
- Experience in the elaboration of similar protocols, strategies and/or plan in the areas of Fisheries Management, Maritime Affairs, Tourism Strategy/Plans, MPA management, CZM and MSP plans.
- Ability to work with senior government officials, non-governmental organizations (NGOs), and local communities.
- Experience working with resource users across multiple sectors, especially in the fisheries, protected areas, tourism, and maritime transport, etc.
- A good understanding of biodiversity, Marine Protected Areas, Climate Change, Marine Spatial Planning.

## 9.0 Application and Selection Procedure.

9.1 Interested consulting firms are invited to submit their Technical and Financial Proposal outlining observations on these Terms of Reference, understanding of the objectives of the assignment, details of methodology to be applied, proposed work plan and timeline, personnel to be involved, skills and Curriculum Vitae of **all proposed team members**, declaration of availability, declaration of no conflict of interest, and tax-inclusive price proposal with details of professional fees for team members, logistics, travel, printing, and all other associated costs.

9.2 Technical and Financial Proposals will be evaluated using a Quality and Cost-Based Selection procedure, in which the Technical Proposal can be awarded a maximum of 70% of the evaluation score and price a maximum of 30% of the evaluation score.

9.3 Please submit your application in PDF format by **15 January 2025** to [jobs@crfm.int](mailto:jobs@crfm.int) and [secretariat@crfm.int](mailto:secretariat@crfm.int).