

St. Vincent and the Grenadines

Unleashing the Blue Economy Project (UBEC)

Terms of Reference

SVGUBEC-C-IC-20

Strategic Action Plan to Implement the 2018 Fisheries and Aquaculture Policy for Saint Vincent and The Grenadines

1. BACKGROUND

The "Unleashing the Blue Economy of the Caribbean" (UBEC) project aims to strengthen the enabling environment for a sustainable blue economy, bolster economic recovery, and enhance the resilience of coastal assets in Grenada, Saint Lucia, and Saint Vincent and the Grenadines. The project is structured around four components: governance and capacity building, scaling access to finance and infrastructure, contingent emergency response, and project management. Phase I focuses on integrating activities across tourism, fisheries, and waste management sectors to promote regional cooperation, reduce climate vulnerability, and attract investments in resilient and innovative blue economy activities. The project will benefit government institutions, MSMEs, fishers, tourism operators, and coastal communities, fostering equitable economic development.

The Unleashing the Blue Economy of the Caribbean (UBEC) Project supports the fisheries and aquaculture sectors in Saint Vincent and the Grenadines and other participating countries by enhancing sustainability, resilience, and economic opportunities through targeted investments and policy improvements. The project aims to modernize fisheries management, promote climate-smart practices, and expand economic opportunities for fishers, including small-scale operators and women engaged in fisheries-related activities. Key elements of the project include updating national and regional fisheries policies as well as providing support to invests in fisheries infrastructure, such as resilient landing sites, cold storage, and processing facilities, to improve value addition and reduce post-harvest losses.

St. Vincent and the Grenadines last updated its Fisheries and Aquaculture Policy in 2018. The policy was based on a preceding initiative that was conducted in 2012 under ACP Fish II and supported by key stakeholders who helped identify essential information, processes, capacity and stakeholders. The policy framework was based on the Government's international and regional obligations in matters of sustainable fisheries development, best practice in resource management and good governance. The policy was supported by a draft Action Plan whose main objectives were to: increase production and value added, competitiveness, and reduce risks; ensure sustainable use and protection of the natural environment and biodiversity; strengthen institutions for integrated fisheries and aquaculture development; enhance the viability of island communities and rural areas; and contribute to food and nutrition security.

However, a significant period has elapsed since the policy was drafted and there is a need to confirm policy goals and activities identified in 2018 remain a priority and to take into consideration issues that have emerged since the document was first drafted, including changes in the governance framework,

emerging challenges to the sector, and sources of financing. The Government of St. Vincent and the Grenadines also recognizes the need for further prioritization, elaboration and costing of activities within the 2018 action plan, as well as the need to design a robust monitoring and reporting framework that can be used to measure progress towards achieving each policy goal.

2. THE ASSIGNMENT

An individual consultant is required to prepare a Strategic Action Plan (SAP) to support implementation of the Fisheries and Aquaculture Policy and which takes into consideration any changes in priorities and emerging challenges that may have occurred since the policy was drafted.

3. SCOPE OF SERVICES

- Home based reviews of technical documents
- Participate in an inception meeting
- Stakeholder Engagement
- Preparation of technical reports
- Carry out data collection, policy framework assessment, analysis, capacity building, policy drafting and validation
- Design of monitoring and reporting framework
- Carry out site visits
- Coordinate / facilitate workshops

4. SCOPE OF WORK (TASKS OR ACTIVITIES) & DELIVERABLES

Tasks and Activities

Inception Phase

- **Task 1.1:** Review the Terms of Reference, the 2018 Fisheries and Aquaculture Policy and Action Plan (FAPAP) and other relevant governance materials provided by GoSVG and meet with government stakeholders to clarify objectives, scope, and expectations.
- **Task 1.2:** Seek confirmation of 2025 policy priorities, emerging issues and other relevant matters that need to be considered in the SAP.
- **Task 1.3:** Develop an Inception Report outlining the work plan, methodology, and timeline for the assignment.

Deliverable 1: Inception Report including work plan, methodology, and timeline for the assignment.

Situational Analysis

- **Task 2.1:** Conduct a desk review of existing national, regional, and international frameworks, including the 2018 fisheries and aquaculture policy and action plan, the OECS Regional Fisheries

Policy, and the Caribbean Community Common Fisheries Policy, identifying priorities and emerging issues.

- **Task 2.2:** Review bilateral and multilateral programs supporting the St. Vincent and the Grenadines fisheries and aquaculture sector and identify donor priorities for sector development.
- **Task 2.3:** Analyze the current state of the fisheries and aquaculture sectors in St. Vincent and the Grenadines, including progress made regarding 2018 policy objectives and specific implementation activities.
- **Task 2.4:** Analyze Fisheries services capacity to effectively implement the 2018 FPAP and recommend actions to enhance fisheries capacity to discharge its duties under the fisheries Act, including through priority setting.
- **Task 2.5:** Identify gaps in policy, institutional frameworks, and enforcement mechanisms.

Deliverable 2: Situational Analysis Report including a summary of findings from the desk review and stakeholder consultations and analysis of the current state of fisheries and fleet management challenges.

Stakeholder Consultations

- **Task 3.1:** Engage key stakeholders, including government agencies, fishers (both small-scale and commercial), community groups, women's organizations, NGOs, and regional bodies, to gather insights and recommendations.
- **Task 3.2:** Conduct workshops, focus group discussions, and interviews to identify challenges, opportunities, and priorities in fisheries fleet management.

Deliverable 3: Initial Stakeholder Consultation Report.

Drafting the Fisheries and Aquaculture Strategic Action Plan

- **Task 4.1:** Develop the initial draft of the Strategic Action Plan, incorporating objectives, strategies, and actionable measures addressing: priority setting; costs associated with SAP implementation activities; specific climate resilience and low-carbon technologies; specific economic optimization measures and value-added activities; donor financing, equitable access and gender inclusivity.
- **Task 4.2:** Design an implementation framework, including roles, responsibilities, timelines, and financial and human resources required.
- **Task 4.3:** Develop a monitoring and evaluation (M&E) framework with indicators to measure policy impact and progress.

Deliverable 4. Draft Fisheries Strategic Action Plan which includes policy objectives, strategies, and measures and an implementation and M&E framework.

Validation and Finalization

- **Task 5.1:** Present the SAP to stakeholders during a validation workshop to gather feedback and ensure alignment with national and regional priorities.
- **Task 5.2:** Revise the SAP document based on feedback and submit the final version for government approval.

Deliverable 5. Final Stakeholder Consultation Report including documentation of consultations, including feedback and recommendations from workshops and interviews.

Deliverable 6. Final Fisheries and Aquaculture Strategic Action Plan which includes a revised and validated Strategic Action Plan, incorporating stakeholder feedback and an executive summary for policymakers and stakeholders.

Deliverable 7. Presentation Materials which includes PowerPoint presentations or visual aids for workshops and validation meetings.

5. QUALIFICATIONS & EXPERIENCE

Minimum Qualifications

Educational Background:

- A Master's degree (or higher) in fisheries management, marine biology, natural resource management, environmental economics, policy analysis, or a related field.
- A PhD in a relevant field would be an asset.

Professional Certifications (Preferred but not required):

- Certifications in policy analysis, strategic planning, climate change adaptation, project management, or economic development would be advantageous.

Required Professional Experience

Fisheries and Aquaculture Expertise:

- At least 10 years of experience in fisheries policy analysis, fisheries development, or marine resource management.
- In-depth knowledge of fisheries governance, ecosystem-based approaches, and sustainable management practices.
- Familiarity with regional and international agreements (e.g., FAO Code of Conduct for Responsible Fisheries, Caribbean Community Common Fisheries Policy, IUU Fishing Regulations).

Policy Review and Development:

- Proven experience reviewing, updating, and drafting national or regional fisheries policies in line with international best practices.
- Understanding of policy integration with other sectors (e.g., tourism, trade, environmental conservation).

Strategic Action Plan (SAP) Development:

- Experience in developing costed strategic action plans, including budgeting, resource allocation, and implementation frameworks.
- Ability to align policy priorities with emerging challenges, such as climate change, food security, and market access.

Economic and Financial Analysis:

- Ability to assess the economic viability of fisheries and aquaculture interventions, conduct cost-benefit analyses, and develop financially sustainable strategies.
- Experience working with fisheries development projects and funding mechanisms.

Stakeholder Engagement and Consultation:

- Extensive experience conducting multi-stakeholder consultations, including government agencies, fisherfolk organizations, private sector representatives, and regional fisheries bodies.
- Strong facilitation and negotiation skills to ensure inclusive participation and policy buy-in.

Regional Knowledge:

- Experience working in the Caribbean region, preferably in Saint Vincent and the Grenadines or OECS member states.
- Familiarity with local fisheries laws, trade policies, and marine resource management challenges.

Climate Change and Resilience Planning:

- Knowledge of climate change impacts on fisheries and aquaculture and the integration of climate adaptation and mitigation strategies into policy frameworks.

Project Management and Reporting:

- Strong skills in project planning, monitoring, evaluation, and impact assessment.
- Proven track record of delivering high-quality reports and strategic plans within specified timelines.

Additional Skills (Preferred but Not Required)

- **Legal and Regulatory Knowledge:** Understanding of fisheries laws, international trade policies, and environmental regulations.
- **Data Analysis and Research:** Ability to analyze fisheries statistics, market trends, and socio-economic data to inform evidence-based policymaking.

Preferred Experience

- Previous work with Caribbean governments, regional fisheries organizations (e.g., CRFM, OECS, FAO), or donor-funded fisheries projects (e.g., World Bank, UNDP, GEF-funded initiatives).
- Experience in developing fisheries and aquaculture policies aligned with climate resilience, food security, and sustainable economic development goals.

Evaluation Criteria for Individual Consultant

The selection of the consultant will be based on the following evaluation criteria and weighting:

Criteria	Weight (%)
1. Academic Qualifications	20%
2. Relevant Professional Experience	35%
4. Stakeholder Engagement	15%
5. Project Management & Reporting	15%
6. Regional and Sectoral Knowledge	15%
Total	100%

6. ASSIGNMENT DURATION AND DELIVERABLE SCHEDULE

The assignment is expected to be carried out in one hundred and twenty (120) days over six (6) month period from March 2025 to August 2025.

DELIVERABLES ¹	FINAL OUTPUT DUE
Deliverable 1: An agreed Inception workshop report and assignment work plan	Three (3) weeks after signing of the Contract
Deliverable 2 Situation analysis report with recommendations	
Deliverable 3 Initial stakeholder consultation report	
Deliverable 4 Draft Fisheries Strategic Action Plan	
Deliverable 5 Final Stakeholder Consultation Report	
Deliverable 6 Final Fisheries and Aquaculture Strategic Action Plan	
Deliverable 7 Presentation Materials	

¹ Timelines to be completed during inception