



CARIBBEAN (NGO) POLICY DEVELOPMENT CENTRE (CPDC)

TERMS OF REFERENCE

CONSULTANCY TO FORMULATE AND DEVELOP ONE RESEARCH PAPER ON THE SOCIAL, GENDER AND ENVIRONMENTAL IMPACTS OF THE CARIFORUM-EU ECONOMIC PARTNERSHIP AGREEMENT (EPA) ON CARIFORUM STATES

I. BACKGROUND

The Caribbean Policy Development Centre (CPDC) is a legally registered non-profit headquartered in Barbados and established in 1991. CPDC serves as a regional umbrella NGO for organisations comprising of small farmers, women, youth, Indigenous People, rural populations and faith-based organisations located across CARICOM. CPDC also has strong networking partnerships with organisations of persons with disabilities, artisans, micro-entrepreneurs, human rights, and workers. Altogether, it serves some thirty-five (35) regional, sub-regional and national (local) NGOs working at the grassroots level in economic, social, and cultural areas in the Caribbean. The Centre also has working relationships with many other NGOs and development partners across the region.

The organisation was mandated to work with NGOs and civil society to understand how policies affecting Caribbean people are made; to share information about policies and decision-making processes; to work to influence and bring change to the developmental process, and to support and to lobby for policies which improve the lives of Caribbean people. In fulfilling its mandate, CPDC seeks to build the confidence and the ability of the Caribbean peoples to influence public policy.

As regional coordinator for the CARIFORUM members of the Consultative Committee, CPDC is seeking to strengthen the capacity of the CARIFORUM Consultative Committee, and by extension the Joint Consultative Committee, in the execution of its duties under the CARIFORUM- EU Economic Partnership Agreement (EPA). Therefore, the CPDC, funded by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH has implemented a project aimed to optimize the CARIFORUM members of the Committee's ability to effectively engage the social and economic partners, civil society actors and academia, on all aspects of the CARIFORUM- EU EPA. The CPDC envisions that the implementation of these provisions will further strengthen the group's capacity to fulfill its obligations under the CARIFORUM- EU EPA.



II. PURPOSE AND OBJECTIVES

The Consultant is expected to provide thematic technical assistance to the CPDC to strengthen the region's knowledge base and increase access to information on the CARIFORUM-EU Economic Partnership Agreement. The EPA's main objective is to promote sustainable development and reduce poverty in the CARIFORUM states as outlined in Article 3 (2) (a) and referenced throughout the document. The achievement of this overall objective will be reliant on the successful implementation, execution and monitoring of all provisions outlined in the Agreement. In this context, the consultant will be required to investigate the implementation status of the EPA and examine the social, environmental and gender impacts on CARIFORUM nation states.

General Objective

- To investigate the social, environmental and gender implications of the CARIFORUM-EU Economic Partnership Agreement (EPA) on the sustainable development of CARIFORUM Member States towards the development of a civil society monitoring framework to undertake annual assessments.

Specific Objectives

1. To undertake a summary analysis of the implementation status of the development cooperation commitments, utilizing the seven cooperation priorities outlined in Article 8 as evaluation measures.
2. To identify the key provisions for social development and gender inclusivity in the EPA and investigate the impact of these areas in CARIFORUM nation states, highlighting the implications for:
 - a. The labour market and employment
 - b. Social expenditure
 - c. Vulnerable groups
3. To analyze the environmental quality and policy sphere/arena of CARIFORUM countries pre and post EPA implementation and comment on its influence on achieving Sustainable Development Goals (SDGs 12, 14 & 15).



4. To develop a civil society monitoring framework to undertake annual assessments on the status of implementation of the EPA to increase access to relevant and up to date EPA related information, and inform policy decisions.
5. To develop a summary report and a 10-12 page slideshow presentation based on the findings of the research paper.

III. PROFILE/CONSULTANCY QUALIFICATIONS AND SKILLS

The Consultant/s is expected to have the following qualifications/specialised knowledge/experience required to complete the task:

Qualification and Experience

- A relevant Post-graduate university degree in Economics, Social Development, Public Policy, Development Studies or a related field with at least seven years of experience
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Other Experience and Knowledge Requirements

- Proven experience undertaking research within the economic sector, fiscal and/or economic policy and research, international trade or donor institutions, and project administration
- Track record of working with large amounts of data
- Strong interpersonal skills and ability to perform tasks timely with a high level of accuracy.
- Excellent written and spoken English,
- Excellent knowledge in the use of computers and office software packages (MS Word, Excel, STATA etc.).

6. DURATION OF THE ASSIGNMENT

The Consultancy shall be for the period 18 January, 2023 – 4 April, 2023.

7. DELIVERABLES

The Consultant is to produce deliverables as below:

- An inception report including the breakdown of the approach to the assignment within five days of contract signing.
- A draft of the research paper by 3 March, 2023.



- A second draft of the research paper by 17 March, 2023.
- Virtual 10-12 page slideshow presentation of the main findings at a workshop on 28th March, 2023.
- A final draft of the research paper and summary report by 31 March, 2023.

8. ADMINISTRATION

The Consultant shall report to the CPDC Officer in Charge or his designate.

9. INTELLECTUAL PROPERTY

All information pertaining to this consultancy shall remain the property of the CPDC who shall have exclusive rights over their use. The information shall not be disclosed to the public nor used in whatever form without written permission from the CPDC.

10. GUIDELINES FOR APPLICATIONS

Interested persons are requested to submit the following:

- A cover letter to the attention of the Officer in Charge, Caribbean Policy Development Centre;
- A Curriculum Vitae showing evidence of the applicant's history and delivery of similar programmes; and
- A Detailed Financial Proposal outlining the costs broken down by days/tasks against proposed outputs should be submitted

Submissions are to be sent to the Caribbean Policy Development Centre via electronic mail - cpdcsubmissions@gmail.com with the subject line: **CONSULTANCY TO FORMULATE AND DEVELOP ONE RESEARCH PAPER ON THE SOCIAL, GENDER AND ENVIRONMENTAL IMPACTS OF THE CARIFORUM-EU ECONOMIC PARTNERSHIP AGREEMENT (EPA) ON CARIFORUM STATES**

All applications must be submitted by 13th January, 2023 by 5:00 p.m. (UTC/GMT -4).

CPDC will only respond to the successful applicant(s). Only persons meeting the criteria as outlined in Terms of Reference should apply.