Approved GCF Project Preparation Facility application

PPF125 | Service

Funding Proposal	Fiji Climate-Smart Agriculture (CSA) Guarantee
Accredited Entity	Fiji Development Bank (FDB)
Country	Fiji
Approval Date	1 October 2026

Docusign Envelope ID: FB1F6DC7-8BC2-8F9D-81CE-9ACCA7645444

Project Preparation Facility (PPF) Application

Concept note title	Fiji Climate-Smart Agriculture (CSA) Guarantee
Accredited Entity	Fiji Development Bank (FDB)
Country(ies)	Fiji
First submission	2 July 2025
Current submission	27 November 2025 Version 3

GREEN CLIMATE FUND

Please submit the completed PPF application and the PPF no-objection letter to ppf@gcfund.org. Refer to the PPF Guidelines for further information on completing the PPF application.

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A. Executive Summary				
A.1	**Accredited Entity (AE)**	Fiji Development Bank		
A.2	**Title of concept note submitted with PPF application**	Fiji Climate-Smart Agriculture (CSA) Guarantee		
A.3	**PPF no-objection letter issued by NDA**	Yes		
A.4	**PPF support requested**	PPF Service - AE requests GCF to acquire the services of international or local consultants for Funding Proposal Development		
A.5	**Cost of PPF activities**	Amount requested from GCF Only applicable to PPF Funding	☐ Grant	USD amount
			☐ Repayable grant	USD amount
			☐ Equity	USD amount
		Co-financing from AE	USD amount	
		Co-financing from other sources	USD amount	
		Total project preparation cost	USD amount	
A.6	**Implementation period**	9 months		
A.7	**Summary of PPF request**			

The PPF request will finance the technical, analytical, and consultative activities required to prepare a high-quality Funding Proposal for submission to the Green Climate Fund. This will include assessments of agricultural value chains and climate risks, integrated financial and economic analysis, development of the project theory of change and logical framework, and design of gender, environmental, and social considerations in line with GCF requirements. The PPF will also support extensive stakeholder consultations with farmers' associations, value chain actors, government ministries, and technical partners to ensure alignment with national priorities and inclusivity of beneficiary perspectives. Outputs will cover a full draft Funding Proposal with all required annexes, including project rationale, environmental and social risk assessment, gender assessment, monitoring and evaluation framework, project budget, procurement plan, and risk management framework. Collectively, these activities will establish the technical, financial, institutional, and social foundations necessary for the Fiji Development Bank, as Accredited Entity, to submit a complete and robust proposal to the GCF.

B. Justification for Project Preparation Support

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Please explain the AEs' need for project preparation funding from GCF, including any cash or in kind resources from the AE and co-financing for funding proposal development.

The application for the PPF service is made with consideration of the time taken to develop the Fiji Climate-Smart Agriculture Guarantee Facility and the need to reduce the time taken for project proposal development. At present project development has been reliant on FDB and has in part been assisted by GCF readiness funding. Since the conclusion of the GCF readiness support, the concept note underwent significant changes including the incorporation of FDB's experience with value chain financing. The support secured through this PPF financing would therefore not be duplicative of the readiness support received previously but rather complementary. While the readiness funding has allowed the development of the concept note to progress through the review stages of the GCF secretariat, further efforts are needed to ensure that the pace of this momentum can be maintained through a demanding funding proposal development process. GCF funding for the PPF is therefore seen as critical for the timely development of the funding proposal.

In the development of the Concept Note and in the feedback received from the Private Sector Investment Meeting which endorsed the Concept Note, there were a number of areas that needed to be strengthened. These areas included quantification of project beneficiaries with linkage to the climate and financial and economic rationale for the project requires a level of rigour and expertise that would be challenging to source locally or using FDB's internal resources.

For reasons which will be elaborated, the PPF service is seen as the most appropriate route to further proposal development, when compared to the PPF funding. Firstly, in the context of a Small Island Developing State (SIDs), there is a high demand yet limited supply for the expertise needed to complete this scope of work. GCF's PPF service directly addresses this concern. The use of the service and will allow the FDB team to concentrate on remaining accountable to the GCF for the submission of the funding proposal. It also supports FDB's commitment to building inhouse capacity, this being its first PPF proposal.

In the broader goal of FDB mobilizing international climate finance, support that FDB receives from other partners will be complementary to the PPF support. For example, through the support of the French Development Agency, AFD, FDB is developing Financing and Risk Management Plans to strengthen its ability to mobilise, access, and manage climate finance while mitigating foreign exchange (FX) risks. Through this work, viable domestic and international funding sources will be identified, and foreign exchange (FX) risk mitigation strategies will be implemented to ensure the sustainability of climate-aligned investments. This plan will enhance the FDB's financial resilience, expand access to global climate finance, and provide structured risk management frameworks that support long-term institutional sustainability. In the longer term, this support will broaden FDB's base of capital for climate resilient investments which will allow it to scale results of GCF investments such as the CSA guarantee project.

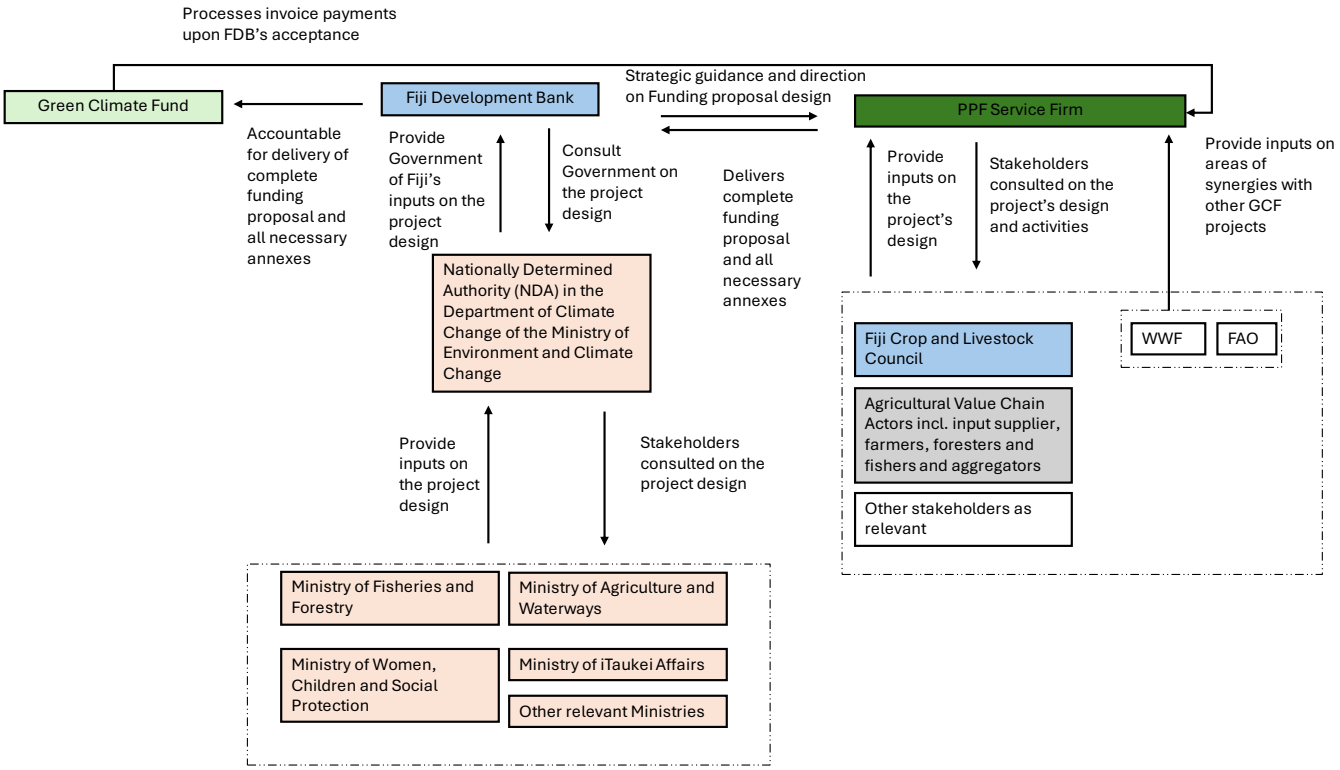
Access to project preparatory support efforts will lay the foundation for a robust, climate-resilient, and gender-responsive project.

C. Implementation Arrangement, Risks & Mitigants

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Please describe implementation arrangements for project preparation activities, including a diagram and narrative description of the roles and responsibilities of the entities involved (NDA, AE, executing entities, procured parties, sub-grantees, as applicable), legal relationships between entities, flow of funds (not applicable to PPF Service), steering committees, and AE staff and consultant contribution arrangements. If seeking PPF Funding with procurement of international or local consultants by the AE, please provide the AE's procurement plan. Also identify any risks and mitigants to implementation.

This PPF will be implemented through the PPF Service modality, under which the GCF Secretariat directly procures and consultants and firms to deliver project preparation deliverables. The Fiji Development Bank, as the Accredited Entity, will provide technical leadership and ensure alignment with national priorities in coordination with the National Designated Authority (NDA) and relevant line ministries and stakeholders.



Green Climate Fund (GCF Secretariat)

- Processing invoices from PPF service firm following confirmation/approval of deliverables by FDB
- Manages the legal and contractual relationship with the PPF service firm.

Fiji Development Bank (FDB)

- Provides technical oversight, guidance, and leadership throughout project preparation.
- Leads stakeholder consultations, coordinates with national actors, and validates outputs.
- Coordinates with the NDA throughout project activities

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- Serves as the main liaison with the GCF Secretariat and ensures timely provision of data and feedback.
- Participates in the review and quality control of deliverables (e.g. value chain assessments, ESS screening, IFEA, full Funding Proposal).
- Leads the preparation of core project documentation in collaboration with PPF consultants.

National Designated Authority (NDA) – Ministry of Environment and Climate Change

- Ensures that the project preparation process remains aligned with national strategies, policies, and climate commitments.
- In line with the NDA's standard operating procedures, facilitate inputs from Ministries relevant to the project including the Ministry of Agriculture and Waterways, Ministry of Fisheries and Forests, Ministry of Women, Children and Social Protection, Ministry of iTaukei Affairs.
- Reviews and validates key outputs including the draft funding proposal.
- Provides guidance on stakeholder engagement and national policy priorities.
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Ministry of Agriculture and Waterways, Ministry of Environment and Climate Change and other relevant line Ministries

- Provide technical and policy input to inform deliverables.
- Facilitate stakeholder engagement and field-level consultations.
- Validate findings and contribute to institutional analysis and implementation planning.

PPF Consultants (Contracted by GCF)

- Deliver technical outputs as per Terms of Reference submitted by FDB as part of the PPF application process, including:
    - Climate-smart agriculture (CSA) value chain assessments
    - Integrated Financial and Economic Analysis (IFEA)
    - Environmental and social screening
    - Gender and stakeholder engagement planning
    - Logical framework, M&E plan, budget, and full GCF Funding Proposal
- Coordinate with FDB, Fiji Crop and Livestock Council, Agricultural Value Chain Actors/ their associations and national stakeholders to ensure contextual relevance and alignment.

Risk that are associated with this PPF include the following considerations:

Risk	Likelihood	Impact	Mitigation Measure
Delays in recruitment	Medium	High	Early ToR clearance Close coordination between AE and GCF Secretariat

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Limited capacity from stakeholders to provide timely inputs	Medium	Medium	Establish working groups Have regular meetings
Misalignment with National Development Plans	Low	Medium	Cultivate regular engagement with NDA
External shocks such as cyclones	Medium	Medium	Build buffer in the timeline Allow for remote coordination
Quality risk in deliverables	Medium	Medium	AE led reviews and validation of technical outputs PPF service will utilize firms already shortlisted by the GCF

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D. Description of project preparation activities

Summary of activities and Outputs Please select *PPF activity* and add rows as needed. Submit detailed terms of reference outlining scope of work and deliverables as a separate annex.		**Implementation Period** Please shade the expected duration, up to 24 months. Indicate completion target with an 'X'.																						
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
Activity 0	**Inception phase activities**	X																							
Activity 1	**Pre-feasibility and feasibility studies, and project design** ***Sub Activity 1.1 Project Feasibility Study*** The study will provide the support and fact finding to develop a compelling climate investment narrative in Section B of the Funding Proposal. The study should identify climate hazards, exposed populations, and their vulnerabilities across the agricultural value chain. It should then identify suitable solutions as well as financial an non-financial barriers that need to be addressed. These are expected to identify the basis for the theory of change. Within the study identify the most promising technologies, practices, crops, fishery and forestry products and agricultural value chains for the project's activities and support them through the project's activities. These priority items should be guided by potential as well as national planning documents and priorities such as those given in the National Development Plan – Agriculture, Fishery & Forestry, relevant Ministries plans such as Agriculture, Fishery, Forestry, Trade, Energy & transport etc including those contained in the FDB Strategic Plan. Furthermore, the study should include analysis of past agriculture value chain financing models by FDB. Evaluation, for each crop, of financial performance (including NPLs, loan			x																					

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	commitments, outstanding and etc), key target beneficiaries as well as lessons learned. The study should include analysis of climate risks and likely effects on agricultural, fishery and forestry value chains in the context of the project. The study should also include an assessment of Fiji's water resource availability, regulatory environment, and suitable water-related technologies that can support the implementation of the project. The study will strengthen understanding of surface and groundwater use for agriculture, identify constraints and opportunities within Fiji's regulatory landscape, and recommend appropriate water technologies to enable climate-resilient practices for farmers, fishers, and foresters. Indicative crops include the following temporary crops being Cassava, Chinese Cabbage, Cowpeas, Cucumber, Dalo, Eggplant, Ginger, Kumala, Long Bean, Maize, Okra, Pumpkin, Rice, Watermelon, Yam and Yaqona and the following permanent crops: pineapple, coconut, banana, pawpaw, vudi and voivoi,The study is expected to identify crop varieties and opportunities to deploy equipment needed. This may include, but is not limited to, crop varieties resistant to brackish conditions, solar water pumps, ice makers and cooling equipment, biodigesters, cyclone resistant designs for nurseries. The study is also expected to incorporate considerations for indigenous knowledge within climate smart agriculture value chains. Based on the comments received from the Interdivisional review of the concept note, Private Sector Investment Meeting (PIM), comments from stakeholder and beneficiary consultations review and revise the project theory of change The feasibility study should have linkages to the NDC, NAP and confirm based on the findings that the proposed interventions are aligned with country priorities.																												

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Deliverables: Project Feasibility Study, Revised Theory of Change, Revised Climate Rationale section for inclusion in Funding Proposal

Sub Activity 1.2 Integrated Financial and Economic Analysis

Evaluate the project's feasibility through a financial and economic lens, building on the project's results, monitoring, and evaluation framework. It will include a sensitivity analysis of key variables, with outcomes expressed as the Internal Economic Rate of Return (IRR) and the Net Present Value (NPV). The analysis will compare "With Project" and "Without Project" scenarios to determine net benefits. The resulting Integrated Financial and Economic Analysis (IFEA) report will provide economic justification for the GCF financial request, including details on the proposed guarantee coverage. Drawing from the project's logical framework, relevant indicators and projected economic impacts over a 10- to 20-year horizon will be defined and used to assess the project's financial and economic viability under varying assumptions. The financial model should be linked to the impact forecast and include an analysis of concessionality.

Deliverables: IFEA report and all models used in Excel format, Financial Model, Concessionality analysis

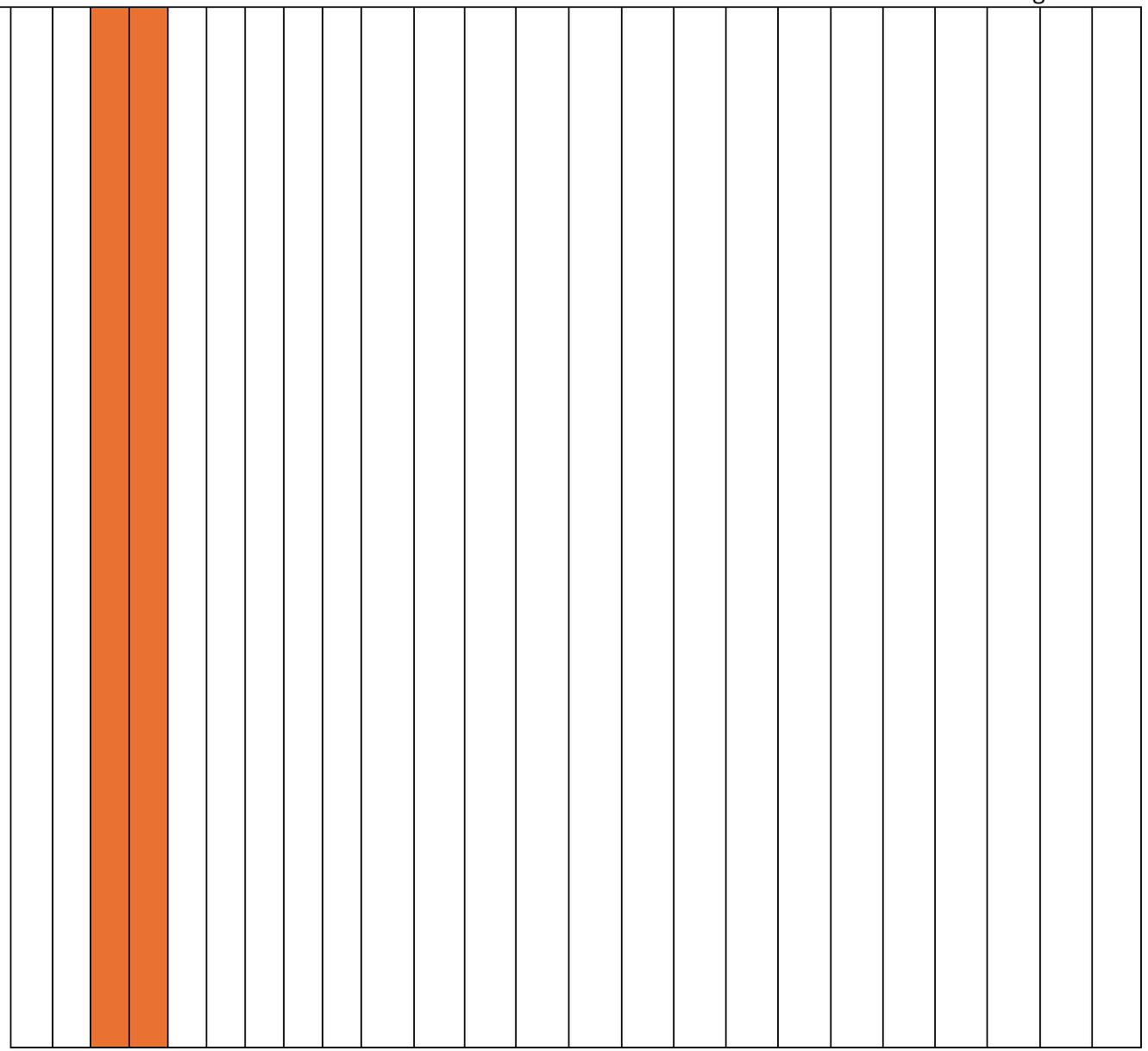
Sub Activity 1.3 Loan and guarantee facility design

Informed by the results of the Integrated Financial and Economic Analysis, design loan and guarantee facility as well as determine suitable pricing in coordination with FDB's pricing team. Facility design should include basic mortgage redemption insurance (e.g. loss of equipment in flood/fire) as part of loan underwriting criteria, with proceeds as FDB-owned collateral (i.e. on equipment or warehouse receipts or alternative collateral) where

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	relevant. The facility should build on lessons learned from FDB's previous value chain financing products. To also include design of the operational manual of the guarantee to define governance, screening, due-diligence and the overarching processes that will define the functioning of the facility. Deliverables: Final design of loan and guarantee facility, Operational manual for the guarantee facility ***Sub Activity 1.4 Development of Eligibility Criteria*** Informed by the project feasibility studies, climate rationale and other information as relevant develop list of eligible technologies to be supported by the guarantee facility. Deliverables: Draft list of eligible technologies and techniques, with justification.																							
Activity 2	**Development of stakeholder engagement plans** ***Sub Activity 2.1 Design of stakeholder engagement plans*** Through consultation with relevant farmers' associations and other producers, agricultural value chain actors improve understanding of the demand for the proposed CSA technologies and techniques, their demand and barriers to their adoption by these segments of actors and identify solutions for removal of those barriers while making recommendations for capacity needs assessment and action plan for customers as well as bank staff. Consultations should be carried out in a gender responsive manner and in line with the GCF's IP policy.				x																			

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	The result of these works should include a report on the consultations conducted, minutes of the meetings with signed participation listing and stakeholder engagement plan. Deliverables: Stakeholder consultation report and Stakeholder engagement plan ***Sub Activity 2.2 Vendor Engagement and scoping*** Define and identify the process through which vendors will be defined and identified for the processes of the project. Design processes and modalities of strategic cooperation with vendors. Deliverables: Vendor Identification and Selection framework. Standard operating procedures for vendor onboarding, registration and cooperation, Strategic Vendor cooperation framework . ***Sub Activity 2.3 Technical Assistance Manual*** Carry out a capacity building needs assessment of project stakeholders in relation to respective roles within the project and define how technical assistance funding can be used to enhance their abilities to effectively contribute to the project's aims. The assessment should result in a Technical Assistance Manual for internal (FDB staff) and external capacity building (customers, vendors). Barriers to be addressed by the TA Internal barriers (for FDB): **Capacity and skills** e.g assessment of climate risks, mainstreaming environmental and social safeguard considerations. **Lack of data and information** to quantify adaptation benefits or productivity improvements as well as a lack of tools to quantify GHG	

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	reductions. **Limited strategic partnerships** which limit ability to integrate technical and financial support. External barriers: **Low financial literacy**, **Limited technical knowledge** such as CSA practices and the loss of indigenous knowledge**, Limited access to advisory and extension services** particularly a lack of coordinated agronomic, business and climate advisory serviceDeliverables: Stakeholder capacity building needs assessment report and technical assistance manual, vendor identification and selection framework, standard operating procedures, strategic vendor cooperation framework																								
Activity 3	**Environmental and social studies, including Indigenous Peoples studies** ***Sub Activity 3.1 Identify the ESS risks and impacts & Design of Environment and Social Management Systems*** Guided by the FDB ESS Framework, which is aligned to the GCF ESS standards, a thorough environment, social impact assessment will be undertaken. This includes environment, social, transboundary, SEAH, indigenous risks. This will be supplemented by the programme-level environmental and social management system document which includes a detailed timetable showing how the environment and social mitigation measures will be implemented, monitored and reported. The ESMS document includes measures addressing E&S risks, OHS (worker & community safety), SEAH, indigenous people These reports will be reviewed & vetted independently by the Fiji Department of Environment and issuance of ESS Compliance certificate – this process is guided by the MOU between FDB & Department of Environment Please note – farms operating on leased land, under the *iTaukei Land Trust Board (TLTB)* system. Consultation and Free Prior			x																					

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	Informed Consent undertaken and guided by the Itaukei lands act and legislations. Carry out the necessary SEAH, IPPF assessment to inform ESMS design. EIA if required and Environment Management Plan, and reporting template to support tracking. Develop an ESMS that is commensurate with the level of E&S risks, including potential risks from sexual exploitation, abuse, and harassment (SEAH), and potential gender risks, in the loan and loan guarantee portfolio to be financed from GCF proceeds; Identify organizational capacity for E&S risk management and the appropriate human and financial resources for the implementation of the ESMS. Deliverables: Programme-level environmental and social management system , ESS categorization certificate, Indigenous Peoples Plan, EIA if required, Environment Plan if required																								
Activity 4	**Gender studies** ***Sub Activity 4.1 Design of Gender Action Plan*** A gender assessment will be undertaken, it provides a snap shot on the gender equality situation in the project areas, identify gender issues and opportunities to provide positive change for both men and women. A gender action plan (GAP) outlines the specific measurable, achievable gender responsive activities to address the gender gap. This will be undertaken through consultation with project stakeholders, they identify appropriate entry points for the design of a gender responsive project. This should include the sex disaggregated targets, timelines and responsibilities and budget. It also specifies monitoring & evaluation mechanisms to track GAP implementation and impact of responsive measures. As the project intends to take a GESI approach, the action plan should include activities with corresponding resources that in addition to targeting men and women, include				x																				

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	other vulnerable people such as youth, persons with disabilities, elderly etc, as will be identified through the gender assessment In designing Gender Action Plan, compliance to the FDB Gender Equity & Social Inclusion policy as well as aligning to the GESI Action Plan and GESI Communication Strategy & Action Plan is necessary. Specifically, stating the applicable sections and action plan with recommended enhancement inclusive of proposed enhancements and suggestions project specific. Produce a reporting template to support tracking. Deliverables: Gender Inclusion Assessment, Gender Action Plan and Reporting templates																							
Activity 5	**Risk assessments** ***Sub Activity 5.1 Development of project risk management framework and mitigation plan aligned to the FDB Enterprise Risk Management Framework and FDB General Risk Register for GCF Projects/Programmes*** Conduct a thorough assessment of risks to the project including risks which may arise from the activities of the projects, risk due to institutional capacities, social and political risks in alignment to the FDB Enterprise Risk Framework, General Risk Register for GCF Projects/Programmes identifying possible specific CSA Project Risk Register as well as suggesting proposed enhancements and project specific suggestions. Assessment should also conduct legal and regulatory due diligence to ensure that the project can remain aligned to these. Produce a reporting template to support tracking. Additionally, detail specific implementation arrangements of how the unfunded guarantee may take place including regulatory or internal approvals for FDB. Furthermore, the following are to be prepared: legal due diligence and term sheets, terms of review and requirements as identified by local counsel.				**x**																			

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	Deliverables: Project Risk Assessment report, Legal and Regulatory Due Diligence Note, Complete Annex 9, including implementation arrangements, regulatory and internal FDB approvals for unfunded guarantee as part of Annex 9. Project Risk Register, Mitigation and Monitoring Plan and Reporting template.																								
Activity 6	**Assessment of climate impact potential for mitigation and adaptation activities** ***Sub Activity 6.1 Quantification of climate impact potential*** Based on the identified agricultural, fisheries and forestry value chains for the project's intervention, the climate smart technologies and techniques to be deployed assess the potential number of and impact on project beneficiaries, as well as GHG reduction. Describe methods for the quantification of impact so as to be integrated into the project's M&E framework. Work to be consistent with Sub Activity 1.4, delivered in excel and following sound financial modelling principles. Deliverables: Annex 22a GHG calculations spreadsheet, Annex 22b GHG calculations narrative, Annex 22c Adaptation beneficiary calculations, Annex 22d Adaptation beneficiary narrative, Monitoring, Reporting, Verification (MRV) protocol, Beneficiary and GHG impact forecast in Excel, FAST compliant and consistent with the Financial Model, Supporting Beneficiary and GHG Impact assessment report including relevant assumptions and methodologies,				x																				
Activity 7	**Identification of programme- and project-level indicators** ***Sub Activity 7.1 Development of project logical framework and M&E framework*** Based on the interventions of the project, develop a project logical framework that is aligned to GCF's Integrated Results Management Framework as well as the FDB Strategic Plan Monitoring, Reporting and Monitoring & Evaluation Policy.					x																			

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	Design a project monitoring framework based on the logical framework detailing project indicators, including definitions, allow the collection of data and templates, including sex disaggregated data where applicable. Include monitoring plan with frequency, methods and means of data collection as well responsible persons or entities for doing so. In doing so to ensure alignment to FDB Monitoring & Evaluation Policy and Strategic Plan Monitoring & Reporting. The MEL plan should also explore opportunities to integrate Indigenous knowledge systems, where relevant. Deliverables: Draft logical framework aligned with GCF IRMF, M&E framework and monitoring plan, including indicator definitions, data collection tools/templates, and institutional responsibilities																								
Activity 8	**Pre-contract services, including the revision of tender documents** ***Sub Activity 8.1 Development of key terms of reference*** Identify the appropriate procurement process in line with FDB's policies and develop applicable procurement documentation aligned to the policy, develop terms of reference for project procurements, particularly as it relates to consultants, communications equipment such as laptops and tablets venues for training, develop terms of references for the project's PMU and consultancies included in the project's technical assistance funding. Develop reporting and monitoring template. Deliverables: Procurement Approach Note, Procurement plan, Terms of reference, Procurement readiness report, reporting and monitoring template.					**x**																			
Activity 9	**Advisory services and/or other services to financially structure a proposed activity** ***Sub Activity 9.1 Development of Funding Proposal and all accompanying annexes***					**x**																			

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	Complete and finalise a draft funding proposal and applicable annexes following feedback and inputs from NDA and AE **Sub Activity 9.2 Development of project budget** Create a project budget aligned with the activities of the project, the appropriate GCF template, including budget notes and yearly budget projections ***Sub Activity 9.3. Development of an external audit budget and programme.*** All activities require coordination with the WWF and FAO/Ministry of Forestry to ensure continued synergies, alignment and cooperation is maintained. The FDB Climate Smart Agriculture Guarantee facility will also feed off referrals from the two projects that are being considered by GCF at present. Deliverables: Funding proposal, Complete Budget in GCF template, Budget narrative, External Audit plan and budget, final submission package quality assured and ready for submission to the GCF Secretariat																								
Submission of funding proposal						x																			
Additional period for review by GCF Secretariat and Independent Technical Advisory Panel																									

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E. Terms of Reference for Project Preparation Activities

Please provide detailed terms of reference for each project preparation activity, including expected scope of work, planned deliverables, no. of days per deliverable, technical qualifications of consultants of consultancy firms expected to undertake specific activities. A separate word file may be provided.

Project Feasibility Study

The consultant will be responsible for the following tasks:

- Analyse current supply of key agricultural crops, forestry and fishing products in Fiji, including production volumes, seasonality, geographic distribution, and post-harvest/production practices.
- Assess domestic and export market potential for agricultural commodities produced in Fiji, identifying market demand trends, price points, and trade opportunities.
- Identify barriers to meeting current and future market demand, including constraints in infrastructure, finance, logistics, policy, extension services, and skills.
- Assess climate vulnerability of prioritized crops, forestry and fishery products and their value chains, including exposure to climate risks, sensitivity, and adaptive capacity at key stages (production, processing, storage, transport, and marketing).
- Prioritize value chains that balance climate resilience potential with market viability.
- - Review and synthesize climate data and projections relevant to Fiji's agriculture sector (e.g. rainfall variability, temperature rise, cyclones, drought).) for SSP1-2.6, SSP2-4.5 and SSP5-8.5 scenarios.
- - Assess the vulnerability of prioritized agricultural value chains to climate change, including exposure, sensitivity, and adaptive capacity across supply chains.
- - Identify geographic and social vulnerabilities (e.g. smallholder farmers/foresters/fishers, women, remote communities).
- Review comments and recommendations from the GCF Secretariat, Interdivisional Review, and Private Sector Investment Meeting (PIM) related to the draft concept note and initial theory of change.
- Conduct in-person consultations with project stakeholders including:
    - Beneficiary groups
    - Executing and implementing partners
    - Relevant ministries and institutions
    - Private sector representatives (if applicable)
- Identify key assumptions, outcomes, and gaps in the existing project design.
- Lead participatory revision of the project's theory of change, including:
    - Refining the causal logic from outputs to outcomes to impacts
    - Articulating key barriers and enablers
    - Aligning with GCF investment criteria, especially paradigm shift potential, sustainable development co-benefits, and impact potential
    - Ensuring consistency with the project logframe and funding proposal narrative
- Develop a theory of change diagram and narrative, incorporating stakeholder perspectives and latest PPF findings.
- Ensure that the updated theory of change is aligned with the climate rationale and other PPF deliverables (feasibility study, gender assessment, financial model, safeguards).
- Map regulatory agencies, national and local structures involved in granting licenses or permissions for surface and groundwater use in agriculture. Clearly articulate the responsibilities of each relevant agency or authority.
- Outline the step-by-step process required to obtain necessary licenses for agricultural water use.
- Using remote sensing or other appropriate means, provide a national map of Fiji illustrating relative differences in groundwater depletion across different areas.
- Provide an overview of agricultural water sources across Fiji, based on in-person sampling, desk research, or other appropriate means
- Conduct consultations with stakeholders to identify key water-related challenges hindering uptake of CSA practices among farmers, fishers, and foresters.
- Identify and assess water-related technologies beyond pumping (e.g., storage, irrigation, treatment) that could support CSA within Fiji's context.

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- In line with financial and economic analysis work, based on the determination of the amount of NPL and NPL ratio of loans to subsistence farmers by FDB and other lenders in the financial sector, default probabilities and loss-given default and recovery rates provide justification for a guarantee intervention. Including the following considerations: (1) keep risks in line with overall portfolio, (2) address lack of collateral, own funds from subsistence farmers and (3) if possible, reduce interest rates
- Identify solutions as well as financial and non-financial barriers that need to be addressed
- Develop a list of suitable technologies aligned with identified needs and CSA objectives
- Contextualize findings within existing national documents and frameworks, including the National Adaptation Plan (NAP), Nationally determined Contributions (NDC), National Development Plan, Ministry of Agriculture and Waterways policies, and strategies developed by the Commercial Agriculture Taskforce.Provide recommendations for project interventions that would strengthen climate-resilient value chains, improve market access, and support inclusive and sustainable growth.
- Include recommendations on value chains/beneficiaries that could be targeted under this project that could be complementary to those under the GCF WWF and FAO projects.

Deliverables

Inception report including methodology, data collection plan, and work schedule

Draft project feasibility report

Final report incorporating feedback from stakeholders and aligned with GCF PPF outputs, including

- Synthesis of climate data relevant to Fiji's agriculture sector
- Crop-specific supply-demand profiles
- Market opportunity mapping
- Climate vulnerability matrix of value chains
- Prioritized list of value chains for project focus
- Financial and non-financial barriers that need to be addressed
- Revised theory of change (diagram and narrative)
- Draft and final climate rationale section for inclusion in the GCF funding proposal
- Slide deck summarizing key findings and revisions for internal validation and review processes
- Recommendations for investment design and interventions

Minimum two consultants needed with the following profiles:

Qualifications and experience

- Advanced degree in agricultural economics, agribusiness, rural development, or related field
- At least 10 years of relevant experience in agricultural value chain analysis, preferably in the Pacific or similar Small Island Developing States
- Demonstrated understanding of climate change risks and adaptation in agriculture
- Proven track record in market assessment and stakeholder engagement
- Familiarity with GCF, FAO, IFAD, or similar development institutions is an asset
- Strong analytical, writing, and communication skills

Qualifications and experience

- Minimum of 10 years' experience in water resource assessments, technical feasibility studies, and/or policy reviews in the Pacific region.
- Demonstrated expertise in agricultural water resource management and application of hydrological tools such as remote sensing and groundwater analysis.
- Strong understanding of regulatory frameworks for water use, ideally within Fiji or other Small Island Developing States (SIDS).
- Experience working with multi-stakeholder groups, including government agencies, farmers, and development partners in the Pacific.

Excellent organizational, analytical, and communication skills

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Financial and Economic Analysis

- Review project documentation including the logical framework, results framework, budget, and draft Theory of Change.
- Define the methodology and assumptions for the IFEA, consistent with GCF guidance and relevant international good practices.
- Identify and collect relevant data required for the analysis, including cost structures, revenue flows, adoption rates, productivity increases, avoided losses, and climate risk scenarios
- Estimate financial and economic flows under “With Project” and “Without Project” scenarios
- Develop a financial model in line with the FAST Standard (Home | The FAST Standard Organisation)
    - Calculate the following indicators over a 10–20 year time horizon:
        - Internal Economic Rate of Return (IRR)
        - Net Present Value (NPV)
        - Benefit-Cost Ratio (BCR)
    - Calculate total amounts disbursed to different types of beneficiaries, taking into account reflows and losses given default. These amounts shall serve as the basis to forecast impact in line with IRMF
    - Perform sensitivity analysis on key variables (e.g., crop prices, adoption rates, discount rates, input costs).
    - Disaggregate results by relevant stakeholder groups (e.g., smallholder farmers/fisher/foresters, agri-businesses) to assess distribution of costs and benefits.
- Provide an economic justification for the proposed GCF financial instrument(s), including risk mitigation instruments such as guarantees.
- Assess the additionality, concessionality, and transformational value of GCF involvement.
- Perform concessionality analysis, to illustrate how the GCF support enables reduced total annual cost of funding and/or improved cash flow coverage or end-beneficiaries (indicative template available on demand)
- The financial and economic analysis should explain concessionality and justify the guarantee fee based on the following criteria.

  Pricing of Guarantee Fee: Guarantee Fee Fair Value (%) = Probability of Default (%) x Loss Given Default (%) x Coverage (%) x [1- Recovery Rate (%)]
  Concessionality Analysis:

[Implied reduction] = [Loss Post-Guarantee Capital] + [Charge Reduction] – [Proposed Guarantee Fee]

interest rate reduction=expected loss x guarantee coverage+ RWA% x Fiji Central Bank minimum capital ratio x FDB target ROE x guarantee coverage-proposed guarantee fee

Deliverables

- Inception Report detailing methodology, data sources, and work plan
- Draft IFEA Report including IRR, NPV, BCR, sensitivity analysis, and justification for GCF support
- Final IFEA Report incorporating feedback from FDB, NDA, and relevant stakeholders
- Summary of Key Findings and Recommendations for inclusion in the Funding Proposal
- Presentation of Results to project stakeholders and decision-makers
- Financial model
- Concessionality Analysis

Qualifications and Experience

- Advanced degree in economics, finance, development economics, or a closely related discipline
- At least 7 years of experience conducting integrated financial and economic analysis for public investment or climate-related projects
- Proven track record of delivering IFEAs for GCF or other multilateral climate funds (e.g., World Bank, IFAD, ADB)

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- Strong understanding of climate change adaptation and mitigation economics, especially in agriculture or rural development
- Familiarity with GCF investment criteria and proposal templates
- Knowledge of Fiji and the broader Pacific context is an asset
- Excellent communication, quantitative, and analytical skills
- Financial Modelling skills (FAST Standard preferred)

Design of Loan and Guarantee Facility, Pricing Framework and Operational Manual

Facility Design and Pricing

- Design the structure of the loan and guarantee facility, drawing from IFEA results.
- Coordinate with FDB's pricing team to determine suitable pricing models.
- Integrate basic mortgage redemption insurance (e.g. covering loss of equipment due to flood/fire) into loan underwriting criteria.
- Recommend suitable collateral approaches (e.g. equipment, warehouse receipts, or alternative forms) and design mechanisms to ensure proceeds are treated as FDB-owned collateral where relevant.

Operational Manual Development

- Develop the operational manual for the guarantee facility, covering:
  - Governance arrangements.
  - Screening and eligibility processes.
  - Due diligence procedures.
  - Risk management, monitoring, and reporting processes.
- Ensure alignment with GCF and FDB requirements, as well as international best practice in climate finance facilities.

Eligible Technology List

- Based on feasibility studies, the project's climate rationale, and market assessments, identify and prioritize a list of eligible climate-smart agricultural technologies and techniques to be supported by the guarantee facility.
- Provide clear criteria for inclusion of technologies, ensuring alignment with national policy priorities and climate resilience objectives.

Deliverables

- Inception report with methodology, timeline, and consultation plan.
- Draft design of the loan and guarantee facility, including pricing models and insurance integration.
- Draft operational manual for the guarantee facility.
- Draft list of eligible technologies and techniques, with justification.
- Final consolidated report incorporating feedback from FDB, NDA, and stakeholders, including final facility design, operational manual, and technology list.

Qualifications and Experience

- Advanced degree in finance, economics, risk management, or related field.
- At least 10 years' experience in financial product design, credit guarantee schemes, or risk-sharing facilities.
- Demonstrated knowledge of agricultural value chains and climate-smart technologies.
- Experience working with multilateral climate funds (e.g. GCF, GEF) and national financial institutions.
- Familiarity with Fiji/Pacific context desirable.

Stakeholder Engagement

- Design and implement a structured consultation process with farmers'/fishers'/foresters' associations, cooperatives, producer groups, and relevant agribusinesses across selected regions.

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- Use participatory tools (e.g., focus groups, key informant interviews, perception surveys) to gather insights on:
    - Awareness and demand for specific CSA technologies and practices
    - Economic, social, institutional, and technical barriers to their adoption
    - Existing support mechanisms and gaps
    - Gender- and youth-specific perspectives and barriers
- Engage relevant extension service providers, NGOs, and private sector input suppliers to understand complementary enablers and constraints
- Analyse findings to identify common trends in demand, resistance, and enabling conditions for CSA adoption.
- Recommend practical solutions for the removal or reduction of identified barriers (e.g., financing models, training, market access, infrastructure).
- Develop a set of prioritized capacity development needs by actor type (e.g., smallholders, agribusiness, cooperatives).
- Prepare a Consultation Report summarizing:
    - Methodology and stakeholders consulted
    - Key findings on demand and barriers
    - Proposed solutions and capacity needs
- Prepare a Stakeholder Engagement Plan aligned with GCF standards, identifying engagement strategies, timing, and responsibilities for ongoing stakeholder involvement during project implementation.

Deliverables

- Inception Report outlining methodology, consultation schedule, and stakeholders to be engaged
- Stakeholder Consultation Report, including:
    - Minutes of meetings with signed participation listing
    - Analysis of CSA demand and adoption barriers
    - Proposed solutions and recommendations
    - Capacity development action plan
- Stakeholder Engagement Plan (aligned with GCF and AE templates)

Qualifications and Experience

- Bachelor’s degree in agriculture, rural development, environmental science, or a related field. Advanced degree desirable
- At least 5 years of experience in stakeholder engagement, participatory research, or agriculture extension services
- Experience working with smallholder farmers, producer groups, and agricultural value chain actors in Fiji or the Pacific region
- Familiarity with CSA technologies and barriers to adoption in a developing country context
- Strong communication, facilitation, and report writing skills
- Knowledge of local languages is a strong asset

Vendor Engagement and scoping

Vendor Mapping and Definition

- Identify potential categories of vendors required for project implementation (e.g., suppliers of climate-smart agriculture technologies, training providers, technical service providers).
- Develop clear criteria for vendor eligibility, capacity, and compliance.
- Map potential vendors at national and regional levels, ensuring diversity, accessibility, and quality.

Vendor Identification Process

- Define transparent and competitive processes for vendor identification, shortlisting, and onboarding.
- Outline mechanisms for due diligence, ensuring compliance with legal, financial, and environmental requirements.
- Develop step-by-step procedures and templates for vendor registration and pre-qualification.

Strategic Cooperation Modalities

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- Propose models of collaboration with vendors, including framework agreements, performance-based contracts, and long-term cooperation mechanisms.
- Define roles and responsibilities of vendors in relation to project delivery.
- Recommend strategies to ensure vendors contribute to climate-smart, gender-responsive, and environmentally sustainable outcomes.

Integrations with Institutional Policies

- Align processes with FDB's procurement policies and practices, as well as GCF standards.
- Propose monitoring and accountability mechanisms to ensure continuous vendor compliance and performance.

Deliverables

- Vendor Identification and Selection Framework (including eligibility criteria, mapping, and due diligence processes).
- Standard Operating Procedures (SOPs) for vendor onboarding, registration, and cooperation.
- Strategic Vendor Cooperation Framework, including recommended modalities for engagement and monitoring.
- Final Report consolidating all findings, frameworks, and recommendations.

Qualifications and Experience

- Minimum of 7–10 years of experience in procurement, vendor management, or supply chain systems, preferably in the context of development finance, agriculture, or climate-related projects.
- Proven experience in developing procurement frameworks, vendor engagement processes, or strategic cooperation models for international organizations, development banks, or government agencies.
- Demonstrated understanding of fiduciary standards of international financing institutions (preferably GCF, World Bank, ADB, or similar).
- Strong analytical and drafting skills with the ability to design clear procedures and documentation. Excellent stakeholder engagement skills, including consultation with private sector actors and government institutions.
- Ability to deliver practical, implementable solutions in alignment with institutional and donor requirements.

Technical Assistance Manual development

Stakeholder Mapping and Analysis

- Identify and categorize relevant stakeholder groups (internal and external) involved in project implementation and benefit-sharing.
- Define their specific roles, responsibilities, and linkages to the project's aims.

Capacity Building Needs Assessment

- Assess existing skills, knowledge, and institutional capacity of stakeholders. Particularly as it relates to the following;
    - Internal barriers (for FDB): **Capacity and skills** e.g assessment of climate risks, mainstreaming environmental and social safeguard considerations. **Lack of data and information** to quantify adaptation benefits or productivity improvements as well as a lack of tools to quantify GHG reductions. **Limited strategic partnerships** which limit ability to integrate technical and financial support.
    - External barriers: **Low financial literacy**, **Limited technical knowledge** such as CSA practices and the loss of indigenous knowledge**, Limited access to advisory and extension services** particularly a lack of coordinated agronomic, business and climate advisory services
- Identify key capacity gaps, barriers to effective participation, and training priorities.
- Assess gender considerations and inclusivity in relation to capacity building needs.

Technical Assistance Strategy

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- Recommend how project TA funding can best be used to address the identified capacity gaps.
- Propose practical modalities for delivering technical assistance (e.g., workshops, coaching, digital platforms, knowledge products).
- Ensure alignment with national policies and institutional frameworks (FDB strategies, Ministry of Agriculture, NDA priorities).

Development of Technical Assistance Manual

- Draft a comprehensive TA Manual structured for both internal and external stakeholders.
- Include clear capacity building objectives, training modules, monitoring indicators, and delivery mechanisms.
- Provide an implementation roadmap including timelines, responsible parties, and indicative budget allocations.

Validation and Finalisation

- Present draft findings and the TA Manual to FDB and relevant stakeholders for review.
- Incorporate feedback and submit a final version of the TA Manual.

Deliverables

- Inception Report with methodology and work plan.
- Stakeholder capacity building needs assessment report.
- Draft Technical Assistance Manual.
- Validation workshop with stakeholders.
- Final Technical Assistance Manual (internal and external versions).

Qualifications and Experience

- Advanced degree in agriculture, climate change, development studies, or related fields.
- At least 7 years of experience in conducting capacity needs assessments, institutional strengthening, or related technical assistance work.
- Demonstrated experience working with development finance institutions, agricultural value chains, and climate change adaptation projects, preferably in the Pacific region.
- Knowledge of Green Climate Fund requirements and familiarity with project preparation processes.
- Strong analytical, facilitation, and report writing skills.
- Proven experience in developing training materials, manuals, or knowledge products for diverse stakeholders.
- Ability to integrate gender and social inclusion dimensions into capacity building frameworks.

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Environmental and Social Management Systems

- The individual consultant or firm is expected to develop a/an Environmental and Social Management System commensurate with the programme's E&S risks and imapcts, with specific activities as follows:
-
- Collect primary and secondary data/infromation on the programme including the potential borrowers/beneficiaries, the target CSA technologies, activities, and interventions, and the accredited entity's existing E&S policies, procedures, and requirements;
- Conduct site visits to the target project/programme area/s, as necessary;
- Revisit the programme design, including the target CSA technologies, activities, and interventions, potential borrowers/beneficiaries, potential locations, among others to confirm the proposed ESS category of the programme per the GCF Revised Environmental and Social Policy.
- Identify local, national and international policies and regulations related to environmental and social context that applies to the project;
- Identify environmental and social risks and impacts, including on sexual exploitation, abuse and harassment (SEAH), identify project/programme alternatives (as applicable), and develop an environmental and social management/action plan;
- Collaborate with other team members (i.e. stakeholder engagement expert, gender expert, and the expert engaged in the pre-feasibility and feasibility studies, and project design to align with the programme eligible CSA technologies, activities and interventions including any programme exclusions) to ensure that mitigating measures are considered in the technical design of the project;
- Work closely with the accredited entity, executing entity/ies, and stakeholder engagement expert in establishing a grievance redress mechanism describing the principles and processes for receiving, addressing, and tracking complaints of affected or potentially affected people and communities, setting out the time frame and mechanisms for resolving complaints related to environmental and social performance. Describe how a gender-responsive and survivor-centered GRM, with specific procedures for SEAH, will be been included in the GRM design;
- Develop a grievance redress mechanism (GRM) that describes when and how the GRM will be set-up, GRM levels (i.e. project/programme-level - community, executing entity/ies, accredited entity's institutional-level mechanisms, and GCF's Independent Redress Mechanism), the principles and processes for receiving, addressing, and tracking complaints of affected or potentially-affected people and communities, setting out the time frame and mechanisms for resolving complaints. The GRM should describe how a gender-responsive and survivor-centered GRM, with specific procedures for SEAH, will be included in the GRM design;
- Identify the institutional arrangements during implementation with regard to safeguard implementation, including the reporting lines from the community level, to executing entities and the accredited entity level, and identify any capacity building needs;
- Conduct capacity building training workshops on environment and social safeguard requirements for accredited, executing entity/ies, communities and other stakeholders;
- Advise the accredited entity entity/executing entity/ies on the preparation of safeguards monitoring reports during implementation which will be the basis for inputs to the Annual Perfomance Reports to be submitted to GCF;
- Carry out any other tasks necessary to ensure compliance with environmental and social safeguards requirements during project preparation/implementation.
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- In developing the safeguards document/s, the consultant/firm needs to ensure alignment with the following policies and standards:
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- GCF Revised Environmental and Social Policy;
- GCF interim ESS standards (IFC's Environmental and Social Sustainability Performance Standards);
- GCF Indigenous Peoples Policy and Operational Guidelines;
- GCF Sexual Exploitation, Abuse and Harassment (SEAH) Risk Assessment Guideline;
- GCF Sustainability guidance note: Designing and ensuring meaningful stakeholder engagement on GCF-financed projects;
- Any other relevant GCF Guidelines such as the GCF Sustainability guidance note: Screening and categorizing GCF-financed activities for guidance on ESS categorization;
- Accredited Entity's safeguarding policies; and

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- Applicable local, national, and international safeguarding policies.
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- *Deliverables:*
- A Programme ESMS that should consist of, but not be limited to, the following elements aligned with GCG RESP and IFC PS.
- **The description of the programme** including its use of proceeds, potential farmer, supplier, and aggregator borrowers, the nature and scale of target CSA technologies, and potential locations, among others.
- **An environmental and social policy defining the E&S objectives and principles guiding the E&S performance of the programme**. The AE's existing E&S policy which may be updated, if necessary, to align with the principles of the GCF Revised Environmental and Social Policy (RESP) and interim ESS/IFC PS of do no harm and the application of the mitigation hierarchy, among others. Noting that the programme is ESS category I-3, the ESMS should also clearly identify its E&S approach to ensure that the programme portfolio will consist of ESS category C activities such as identifying the eligible list of activities and/or type of borrowers that the programme will support, the use of an exclusion which can be the AE's existing Exclusion List if any or IFC Exclusion list, and the outright exclusion or ineligibility of any activities or borrowers engaged in activities with potential E&S risks and impacts that may be within the GECF RESP definition of ESS category A and B.
- **Organizational capacity and competency with the commensurate organizational structure with defined roles, responsibilities, and authority to implement the programme ESMS.** This ESMS section should identify the designated and qualified personnel with E&S responsibilities, and other human and financial resources for implementing the ESMS such as other AE personnel with the designated E&S roles, any outsourced/retained experts that will be engaged for the ESMS implementation, capacity building needs such as training programmes for the E&S staff, and cost/budget allocation for implementing the ESMS. This section of the ESMS should also clearly indicate the loan/loan guarantee decision-making and oversight functions (e.g., Board of Directors, Investment Committee, among others).
- **E&S Compliance Framework that the programme will comply with**. This can include the (i) applicable national/local legal and institutional framework, policies, laws and regulations including obligations under international environmental and social agreements, treaties and conventions to which the country is a party of and directly applicable to the proposed activities under the project/programme; (ii) the AE's existing E&S policies and standards including its Exclusion List, if any, and (iii) GCF's RESP and interim ESS/IFC PS.
- **Identification of E&S risks related to the programme activities of programme's end-beneficiaries** (loan borrowers, loan guarantee beneficiaries, and farmer/supplier/aggregator for capacity building activities) and their potential minimal impacts to the physical, natural, and/or cultural environment and potential impact on surrounding community and workers resulting from the borrower activities to be supported or the environmental and social screening and due diligence procedures. This ESMS section can include the following: (i) The potential minimal E&S risk and impacts, including SEAH risks, from the borrower activities that will be supported by the programme per IFC PS 2-8, including those related to potential impacts from the supply chain if relevant. The proposed ESS risk category of the programme (ESS category I-3) can be confirmed through the supporting information that will be provided in this section; and (ii) E&S due diligence process to inform the AE's decision to approve support to borrowers that involves (a) screening the potential borrowers to ensure eligibility, (b) determining compliance against the applicable compliance frameworks, and (c)identification of the potential inherent E&S risks and impacts and assessing whether these are indeed considered minimal. The programme's E&S screening procedures to ensure that the programme will only support farmers, suppliers, and aggregators engaged in activities that are within the eligibility criteria/list and not within the exclusion list (the AE may use its own Exclusion List, if it has none, the use of IFC Exclusion list is recommended), and with potential negligible and minimal E&S risks and impacts (ESS category C) will be supported by the programme. The ESS Expert may refer to the GCF Sustainability guidance note: Screening and categorizing GCF-financed activities for guidance on ESS categorization and an example of an E&S screening checklist in Annex 1. For guidance on the inclusion of SEAH risk in the E&S due diligence, the ESS expert is requested to refer to the GCF Sexual SEAH risk assessment guidelines.

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- **E&S management program.** This ESMS section should include the indicative/recommended mitigation measures for the anticipated minimal E&S risks and impacts from the programme activities. This section should also indicate the AE's requirements to the borrowers in case of identification of specific minimal E&S risks and impacts, such as the development and implementation of an E&S action plan, inclusion of E&S action in the loan/guarantee agreement, among others. It is also recommended to develop simple environmental and social management (ESMP) or standard operating procedures (SOPs) or product/user guides that it can provide to its borrowers using specific technologies such as biodigesters
- Emergency preparedness and response procedure that the AE can cascade to its client particularly those with activities that may have an impact on health and safety.
- **Monitoring and review of the portfolio.** The AE's monitoring procedures, including timing and performance indicators, of reviewing the progress against any ESAP and/or ESS covenants in the loan/guarantee agreements, and or progress of implementation of the simple ESMPs/SOPs/guides. The AE may also include periodic site visits, as appropriate. The ESMS should include the E&S report template that will track the E&S performance, including stakeholder engagement activities and any issues and/or complaints for reporting to management and to GCF. It is also recommended to include the reporting procedures in case of incidents related to borrower activities supported by the programme such as accidental discharges or fire/explosions from biodigesters, among others. When feasible, a participatory monitoring approach, that includes the communities/stakeholders in monitoring the E&S progress of the programme, should be considered.
- **Stakeholder engagement plan** developed by the Stakeholder Engagement Expert.
- **Grievance redress mechanism.** The GRM should be consistent with paras 76 to 81 of the GCF RESP with grievance channels at GCF (through the inclusion of the GCF IRM information), the AE level and the activity level. It is recommended to include guidance in the programme ESMS on the activity-/borrower level GRMs. For instance some borrowers like the suppliers or aggregators may need to develop and implement their own GRMs while it may not be appropriate for individual small-holder farmers who will install a backyard biodigester using the loan proceeds to develop an activity-level GRM.
- While the indicative ESMS contents above seems extensive, the ESS expert is requested to note that the programme ESMS is expected to be commensurate with the potential E&S risks from the programme activities, i.e., an ESMS for an I-3 programme supporting small-scale CSA activities is not expected to be as complex as an ESMS for ESS category I-2/I-1 programmes supporting relatively larger scale investments. The ESS expert is also recommended to ensure that the ESMS' E&S due diligence process is aligned with its internal decision-making processes.
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Qualifications and experience

- Advanced degree in environmental science, social science, environmental management, or a related field
- Minimum of 8 years of relevant experience in environmental and social safeguards in development projects, including work with multilateral climate or development finance institutions (e.g. GCF, GEF, ADB, WB)
- Familiarity with GCF Environmental and Social Policy and risk categorization system
- Familiarity with Fiji Environmental Legislation
- Experience working with public institutions in Fiji or the Pacific is strongly preferred
- Proven ability to translate technical ESS risks into practical mitigation measures and institutional recommendations
- Excellent writing and communication skills

Gender Studies

Review relevant background materials, including:

- Conduct gender-equitable stakeholder consultations involving representatives from targeted areas, aside from representatives of relevant government agencies and/or private sector groups. The consultations will be done in various forms (i.e. focus group discussions, in-depth interviews, roundtable meetings, etc.).
- Collect gender-related data and provide an assessment of the baseline situation, including gendered roles across project communities, challenges and opportunities, socio-economic conditions including education and livelihoods, political factors and power dynamics, institutional

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and environmental challenges; common beliefs, values and stereotypes related to gender; gender needs, priorities and opportunities; and gender-related policies and legal framework at local and national levels;

- Document stakeholder views on gender-responsive project-design, including potential entry points to ensure equal participation, access and distribution of benefits of different gender groups and, noting the project's GESI approach, identifies other vulnerable groups to be targeted by the project. ;
- Identify gender-responsive targets and indicators to be included in project/programme monitoring and evaluation framework; The outcomes of the assessment will inform the development of the Gender Action Plan which will set out gender-responsive interventions integrated across project/programme outputs and activities, ensure strong engagement of women and girls (and community-based women's' organisations/committees), as well as other vulnerable groups, across all activities of the project/programme, and allocate sufficient budget to address gender aspects across the target areas of the project.
- Prepare a Gender Action Plan that includes:
- Gender-responsive actions that address and strengthen the voice and of vulnerable men and women (i.e. awareness-raising, capacity building, and organizational development activities, etc.);
- Gender performance indicators and sex disaggregated targets;
- Gender-responsive development impacts;
- Corresponding budget for the actions;
- Monitoring and evaluation plan with gender disaggregated target and indicators;
- Responsible persons to implement gender action plan during implementation; and
- Detailed budget for the implementation of the proposed Gender Action Plan.
- Carry out any other tasks necessary to ensure compliance with GCF's Updated Gender Policy and other applicable policies (as below) during project preparation/implementation.

Deliverables

- Inception Report, including stakeholder consultation plan and methodology
- Gender and Inclusion Assessment Report, including:
    - Summary of consultations
    - Key findings on gender roles, access, and barriers
    - Proposed gender-responsive entry points and strategies
    - Opportunities and challenges for women and marginalized actors across value chains
- Recommendations Note for project design and theory of change
- Gender Action Plan, as required by the GCF
- Produce reporting template to support tracking

Qualifications and experience

- Master's degree in gender studies, social sciences, rural development, or a related field
- At least 5–7 years of experience in gender analysis and social inclusion in agriculture, rural development, or climate-related projects
- Demonstrated knowledge of the GCF Gender Policy and requirements
- Strong facilitation skills and experience in conducting participatory consultations with vulnerable or marginalized groups
- Experience working in the Pacific region or Small Island Developing States (SIDS) context is an advantage
- Excellent written and verbal communication skills

Risk Assessments

- Review project documentation, including the GCF concept note, draft theory of change, and institutional arrangements.

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- Align with FDB's Enterprise Risk Framework, General Risk Register for GCF project/Programmes and GCF guidance on project risk management.
- Coordinate with the ESS consultant to ensure consistency and avoid duplication in risk categorization and mitigation measures.
- Identify and assess risks not covered under the ESS, including:
    - Institutional risks
    - Financial risks
    - Operational risks
    - Legal and regulatory risks
    - Political and governance risks

- Develop a map of total subsistence farmer loan market in Fiji in terms of total amount, range of loan sizes, range of loan tenor, interest rate, geographic distribution.
- Determine the amount of NPL and NPL ratio of loans to subsistence farmers by FDB and other lenders in the financial sector. Default probabilities and loss-given default and recovery rates.
- Identify and recommend lending practices to mitigate against credit risks of loans to subsistence farmers.
- Assess each risk in terms of likelihood, potential impact, and relevance to project components.
- Review applicable national legal and regulatory frameworks affecting project implementation (especially in agriculture, finance, land, and climate-related sectors).
- Identify potential areas of legal uncertainty or regulatory gaps and propose mitigation strategies.
- Develop a Project Risk Register aligned with FDB's internal format and GCF requirements.
- Propose a Risk Mitigation and Monitoring Plan, including responsible entities, timeframes, and reporting processes.
- Define risk escalation procedures and integration with FDB's institutional risk oversight systems.

Deliverables

- Inception Report detailing methodology, alignment plan, and consultation approach
- Project Risk Assessment Report, including institutional, financial, operational, legal, and political risks
- Legal and Regulatory Due Diligence Note, outlining findings and compliance recommendations
- Complete Annex 9, clearly setting out the legal and contractual arrangements of the proposed transaction
- Draft Project Risk Register (aligned to FDB Risk Register structure)
- Mitigation and Monitoring Plan
- Stakeholder presentation to validate risk findings and proposed mitigation actions
- Reporting template to support tracking

Qualifications and experience

- At least one of the consultants executing the above tasks should be duly qualified to practice law in the jurisdiction of Fiji
- Advanced degree in risk management, law, public policy, finance, or a related field
- Minimum of 7 years' experience in project or institutional risk management, ideally for development finance institutions or climate-related projects
- Familiarity with GCF and other multilateral climate finance institutions' risk standards
- Understanding of Fiji's legal, institutional, and regulatory environment
- Demonstrated ability to conduct legal due diligence in development contexts
- Strong communication and analytical skills

Assessment of climate impact potential for mitigation and adaptation activities & Identification of project-level indicators

- Review the project concept note, value chain and CSA assessments, and stakeholder consultation reports.
- Identify and validate the agricultural, fisheries and forestry value chains and CSA technologies and techniques prioritized for project intervention.
- Estimate the number of direct and indirect beneficiaries, disaggregated by gender, age group, and region.
- Assess anticipated livelihood, productivity, and resilience benefits to target groups.
- Estimate GHG emission reductions using suitable methodologies and tools (e.g. EX-ACT, Cool Farm Tool, IPCC Tier 2). To also be guided by the following documents from the GCF Guidance for establishing the mitigation impact potential of GCF funded activities in support of Decision B.33/12 |

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Green Climate Fund and GCF/B.33/05 : Steps to enhance the climate rationale of GCF-supported activities | Green Climate Fund.

- Identify key assumptions, calculation methods, and sources of uncertainty for emissions reductions.
- Based on the project's Theory of Change, develop a logical framework (logframe) aligned with the GCF Integrated Results Management Framework (IRMF), including:
  - Project outcomes and outputs
  - Indicators (qualitative and quantitative)
  - Baselines and targets
  - Means of verification
  - Risks and assumptions
- Ensure the logframe is responsive to both adaptation and mitigation results areas of the GCF, including the GCF Integrated Results Management Framework and linked to national policy goals.
- Align with the FDB Strategic Plan, Monitoring, Reporting and Monitoring & Evaluation Policy
- Design a comprehensive Monitoring & Evaluation (M&E) plan based on the logical framework.
- Define indicators, their definitions, and provide data collection templates and instructions (including for sex-disaggregated data).
- Specify the frequency, responsible entities, methods, and means of data collection and verification for each indicator.
- Identify capacity needs and gaps for monitoring responsibilities and propose solutions (e.g. training or institutional support).
- Ensure consistency with FDB's internal M&E processes and the GCF's reporting formats.

Deliverables

- Inception Report, including methodology and work plan
- Annex 22a GHG calculations spreadsheet
- Annex 22b GHG calculations narrative
- Annex 22c Adaptation beneficiary calculations
- Annex 22d Adaptation beneficiary narrative
- Monitoring, Reporting, Verification (MRV) protocol
- Beneficiary and GHG Impact forecast in excel, FAST compliant and consistent with the Financial Model
- Supporting Beneficiary and GHG Impact Assessment Report, including relevant assumptions and methodologies
- Draft Logical Framework aligned with GCF IRMF
- M&E Framework and Monitoring Plan, including indicator definitions, data collection tools/templates, and institutional responsibilities
- Validation Workshop or Stakeholder Review Session
- Final integrated submission of all components (logframe, M&E tools, GHG estimation annex, etc.)

Qualifications and Experience

- Advanced degree in an area relevant for monitoring and evaluation including climate science, agricultural economics, environmental management, or related fields
- At least 7 years of experience in results-based project design, preferably within the climate finance, agriculture, or rural development sectors
- Demonstrated experience with GHG quantification methodologies in the land use/agriculture sector
- Strong understanding of the GCF Integrated Results Management Framework and relevant indicators
- Experience working with national institutions and data systems in the Pacific or Small Island Developing States is an asset
- Excellent analytical, writing, and communication skills

Precontract services, including the revision of tender documents

- Review FDB's procurement policies, guidelines, and templates applicable to externally funded projects.
- Identify the appropriate procurement processes for the project, in line with FDB's policies and aligned to international best practices and GCF fiduciary standards.

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- Provide guidance on threshold levels, selection methods, evaluation processes, and documentation requirements for various procurement categories applicable to the project (goods, services, consulting firms, individual consultants).
- Draft applicable procurement documentation for the project including, but not limited to:
    - Procurement plan
    - Request for Proposals (RFPs) and bidding documents
    - Evaluation templates and scoring criteria
    - Procurement process flowcharts and guidance notes
- Draft detailed and results-based Terms of Reference (ToRs) for all expected procurement actions supported through the project, including:
    - The Project Management Unit (PMU)
    - Technical assistance consultancies,
    - Any additional goods or services to be procured during project implementation as per the project design
- Consult with relevant FDB departments, project stakeholders, and partners to ensure the ToRs and procurement plans reflect practical implementation needs and policy compliance.

Deliverables

- Inception Report, outlining work plan, methodology, and information needs
- Procurement Approach Note, detailing applicable procurement procedures and alignment with FDB policy and GCF requirements
- Draft Procurement Plan, including procurement methods and timelines
- Procurement Documentation Package, including RFPs, bidding templates, and evaluation materials
- Draft Terms of Reference for:
    - Project Management Unit staff
    - Technical assistance consultancies
    - Any other procurement actions envisioned in the project
- Final Procurement Readiness Report, summarizing all documents, processes, and recommended next steps
- Develop a reporting and monitoring template

Qualification and experience

In addition to expert to be engaged for the first deliverable

- Advanced degree in procurement, law, finance, business administration, public administration, or a related field
- Minimum of 7 years of professional experience in public or donor-funded procurement, preferably in the context of development finance institutions or international organizations
- Experience developing procurement systems, plans, and documentation aligned with international standards (e.g., GCF, World Bank, ADB, UN)
- Familiarity with GCF procurement and fiduciary policies is highly desirable
- Demonstrated ability to draft clear, results-focused Terms of Reference for technical roles and services
- Experience working with public institutions or financial entities in the Pacific or Small Island Developing States (SIDS) is an advantage
- Excellent written and verbal communication skills

Advisory services and/or other services to financially structure a proposed activity

- Review and incorporate feedback from the National Designated Authority (NDA), Accredited Entity (FDB), GCF Secretariat, and other stakeholders on the Funding proposal and interim drafts.
- Complete and finalise the Funding Proposal using the most current GCF template, ensuring clarity, consistency, and alignment with the project's Theory of Change, logframe, and investment rationale.
- Draft, revise, and finalise all required annexes, including but not limited to:
    - Implementation Arrangements

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- Results Framework
- Theory of Change
- Risk Assessment
- Gender Assessment and Action Plan
- Environmental and Social Safeguards (ESS) Summary
- Legal due diligence
- Term sheets
- Procurement Plan
- Stakeholder Engagement Plan
- Capacity assessments, Financial Management Capacity Assessment of the Executing Entity, Fiji Crop and Livestock Council (FCLC)

Development of the Project Budget

- Prepare a comprehensive and GCF-compliant project budget aligned with the logical framework and project activities.
- Ensure the budget includes:
  - Annual budget projections
  - Disaggregation by outcome/output and category (personnel, travel, equipment, etc.)
  - Budget notes explaining assumptions and methodologies used
  - Separate breakdown for technical assistance, capital expenditure, contingencies, and PMU costs
  - Disaggregation by co-financing source and modality (cash/in-kind)

External Audit Budget and Programme

- In consultation with FDB's finance and audit teams, design a programme for external auditing of the project, consistent with FDB and GCF requirements.
- Develop an estimated external audit budget, including audit frequency, scope, and responsible entities.
- Ensure compliance with GCF fiduciary and audit standards, and include provisions for midterm and final audits.

Deliverables

- Draft Funding Proposal incorporating stakeholder comments and feedback
- Final Funding Proposal (Word and PDF) and all required annexes
- Complete GCF Budget Template, with notes and annual projections
- Budget narrative describing cost rationale and alignment with project outcomes
- External Audit Plan and Budget
- Final Submission Package, quality-assured and ready for submission to the GCF Secretariat

Qualification and experience

- Advanced degree in development finance, economics, business administration, project management, or related discipline
- Minimum of 8 years of experience in climate finance, project design, and GCF or similar donor proposal development
- Strong understanding of the GCF's Funding Proposal structure, annex requirements, and investment criteria
- Demonstrated experience preparing GCF budgets and annexes (at least one approved proposal preferred)
- Knowledge of public-sector financial management and audit standards
- Experience working with Pacific island institutions or similar SIDS contexts is an asset
- Excellent English writing and communication skills; ability to translate complex technical input into concise proposal language

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F. Budget Summary (applicable to PPF Funding applications only)				
Outputs or Activities level budget summary Please fill out the detailed budget template and submit it along with this application. Add rows as needed.		**USD from GCF**	**USD from AE / co-finance**	**Total cost, USD**
Activity 1				
Activity 2				
Activity 3				
Total activity-level costs				
Additional costs and fees				
Contingency (up to 5% of total activity-level costs)				
Project Management Cost (up to 7.5% of total cost + contingency)				
Sub-total of project preparation costs				
Accredited Entity Fee (up to 8.5% of sub-total)				
Total GCF PPF funding requested (sub-total + AE fee)				

G. Budget Summary (applicable to PPF Funding applications only)		
G.1 For AEs without framework readiness and preparatory support grant agreement with GCF		
For PPF Funding requests of 12 months or less	1st tranche	90% of total grant, equating to USD amount, to be disbursed upon or after effectiveness of the Grant Agreement and fulfilment of conditions in Grant Agreement Standard Conditions.
	Final tranche	10% of total grant, equating to USD amount, will be disbursed upon submission of a completion report and final audit report.
For PPF Funding requests of 12 months or more	1st tranche	50% of total grant, equating to USD amount, will be disbursed upon or after effectiveness of the Grant Agreement and fulfilment of the conditions specified in Grant Agreement and Standard Conditions.
	2nd tranche	40% of total grant, equating to USD amount, will be disbursed (provided that at least 70% of the 1st Tranche has been committed) upon submission of an interim progress report and Certified Financial Report from CFO/Head of Finance or designated official and upon fulfilment of conditions in Grant Agreement and Standard Conditions.
	Final tranche	10% of total grant, equating to USD amount, will be disbursed upon submission of completion report and final audit report.
G.2 For AEs with framework readiness and preparatory support grant agreement with GCF		
The following paragraph to be completed by the AE: *Disbursements will be made in accordance to [Clause xx] "Disbursement of Grants" and [Clause xx] "Use of Grant Proceeds by the Delivery Partner" of the Framework Readiness and Preparatory Support Grant Agreement entered into between GCF and [AE's name] on [date].*		

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H. Reporting Obligations & Acknowledgements by AE		
E.1	The AE will submit a Funding Proposal to the GCF that is supported by the PPF resources within 2 years of approval of this application, as per GCF Board Decision B.37/22.	☒ Agree
E.2	All outputs as approved in the PPF application together with a draft Funding Proposal should be provided no later than 24 months from approval of this PPF application. If PPF grant duration is over 12 months, an Interim Progress Report, and for all grants, a Completion Report, and Certified Financial Reports will be submitted by the AE. Templates can be found on the GCF PPF website.	☒ Agree
E.3	If requesting project preparation support via **PPF Funding**, the AE will be responsible for [and accountable to the GCF under terms of the Grant Agreement to be entered into between GCF and the AE in case of direct grants, or between United Nations Office of Project Services (UNOPS) and the AE in case of grants administered by UNOPS] the overall design, development, management, implementation and supervision of activities financed through the PPF. The AE will be responsible for determining that any sub-grantee(s) have the ability to successfully perform the activities under its overall guidance, management or supervision, according to the terms and conditions of the agreement between the GCF and the AE.	☐ Agree
E.4	If requesting project preparation support via PPF Service, the AE will be responsible for managing the independent consultancy firm selected to provide PPF Services; providing instructions to the independent consultancy firm selected to provide PPF Services; and the quality control of the final products of the independent consulting firm. The AE shall provide to the GCF written confirmation that the deliverables by the PPF Services firm are satisfactory and meet the requirements of the AE within thirty [30] days from the date of completion of services by the consultancy firm. The GCF shall have no liability for the performance or quality of the services provided by the independent consultancy firm. To the maximum extent permitted by law, the AE agrees to release the GCF, and its employees, agents and representatives from any and all liability related to damage, loss, cost, expense incurred or injury suffered by the AE or any other party as a result of the project preparation services.	☒ Agree