



## TERMS OF REFERENCE

Consultancy:

### **ADAPTATION AND CONTEXTUALIZATION OF BIOECONOMY KNOWLEDGE MANAGEMENT MATERIALS FOR THE CARIBBEAN**

#### **1. Background and Justification**

The Inter-American Institute for Cooperation on Agriculture (IICA) has assumed a leading role in promoting the bioeconomy as a key strategy for sustainable development, productive innovation, and the valorization of biological resources in Latin America and the Caribbean (LAC). Through its Innovation and Bioeconomy Program, the Institute has consolidated a technical architecture aimed at supporting countries in the design and implementation of strategies, public policies, regulatory frameworks, and investment instruments for the development of bioeconomy value chains, as well as in strengthening capacities, knowledge management, and the promotion of bio-entrepreneurship.

These efforts have produced concrete results at the regional level, including raising awareness among more than 70,000 individuals, training nearly 15,000 stakeholders, supporting public policy processes in at least 11 countries, and strengthening bio-entrepreneurship ecosystems. In addition, IICA has contributed to positioning the bioeconomy on the regional and international agenda by leading initiatives such as the Latin American Bioeconomy Network and developing tools, methodologies, and platforms that strengthen the adoption of bioeconomy approaches in strategic sectors such as agriculture, biomaterials, bioenergy, and biodiversity.

In the Caribbean, the bioeconomy represents a strategic opportunity to address structural challenges such as high dependence on imports, climate vulnerability, and limited productive diversification. Although progress has been made through regional and national initiatives, there remains a need to adapt existing tools and materials to the particularities of the region, including its priority value chains, institutional frameworks (such as CARICOM and sectoral ministries), and emerging opportunities in areas such as bioprocessing, the blue bioeconomy, and waste valorization. In this context, the present consultancy seeks to contextualize key IICA materials in order to increase their relevance, applicability, and impact in the Caribbean.

#### **2. General Objective of the Consultancy**

To adapt and contextualize the bioeconomy knowledge management materials developed by IICA's Innovation and Bioeconomy Program to the Caribbean context, through the incorporation of references, examples, and applications aligned with its productive value chains, institutional frameworks, and public policy dynamics, with the aim of strengthening their relevance, usefulness, and applicability for different stakeholders in the region.

#### **3. Consultant Profile**

##### **Education:**

Master's degree in economics, agronomy, environmental sciences, productive development, or related fields.

### **Specific experience in the Caribbean in:**

- Development of the bioeconomy or agro-productive value chains in English-speaking Caribbean countries.
- Analysis or development of agricultural public policies or strategies in organizations such as the Caribbean Community (CARICOM) or the Organisation of Eastern Caribbean States (OECS)

### **Knowledge management**

- Experience in developing or adapting technical materials (manuals, guides, methodological tools) to territorial contexts in the Caribbean. Experience in training processes or knowledge transfer from Latin America to the Caribbean.

### **Languages:**

- Advanced English C1 (required, deliverables must be produced in this language).
- Technical Spanish.

### **4. Main Activities**

- Review and analyze the base materials developed by IICA's Innovation and Bioeconomy Program:
  - *Bioeconomy: Potential and Challenges for Its Development in Latin America and the Caribbean (Training Manual)*
  - *The ABC of Policies for the Development and Strengthening of the Bioeconomy*
- Analyze the bioeconomy context in the Caribbean, including:
  - priority value chains such as vegetables, hot pepper, small ruminants, roots and tubers (dasheen, sweet potato, cassava), cereals and grain legumes (corn, beans), coconut, and breadfruit.
  - institutional and governance frameworks (CARICOM, sectoral ministries, and regional agendas).
- Adapt the contents of the materials through:
  - contextualization of concepts, approaches, and analytical frameworks to the Caribbean.
  - incorporation of examples, references, and cases related to the priority value chains.
  - adjustment of exercises, methodological tools, and practical guidance for different audiences.
  - alignment with regional policies, initiatives, and institutional capacities.
- Incorporate new examples from the Caribbean that are useful in terms of applicability for regional stakeholders, including:
  - other bioeconomy opportunities such as bioprocessing, waste valorization, the blue bioeconomy, among others.
  - chain-specific examples.
  - regional experiences (or comparable ones).
  - cases demonstrating how the bioeconomy generates value (productive, economic, environmental, etc.).
- Incorporate concepts, tools, case studies, and exercises applicable to the Caribbean.
- Integrate into the materials specific bioeconomy opportunities in the Caribbean, such as:



- bioprocessing of agricultural products (flours, bio-ingredients, fermentation).
- waste valorization (biogas, biofertilizers, biomaterials).
- development of marine and aquaculture bioeconomy.
- production of biomaterials and bioenergy from local biomass.
- Coordinate and gather technical feedback from the Directorate of Operations and Regional Integration and from IICA Representations and Specialist in Caribbean countries.
- Incorporate adjustments and final validations into the materials based on the feedback received.
- Prepare a forward-looking report identifying areas with bioeconomy potential in the Caribbean.

## 5. Expected Deliverables

Deliverable	Delivery Date
<b>1. Work Plan.</b> Document detailing the methodological approach, activity schedule, adaptation criteria, and strategy for incorporating regional inputs	<b>Week 1</b>
<b>2. Partial Progress Report.</b> Preliminary English version of the adapted materials (Training Manual and ABC of Policies), including initial contextualization to the Caribbean, incorporation of examples, and preliminary adjustments to content, exercises, and tools	<b>Week 3</b>
<b>3. Final Adapted Version.</b> Final English version of the two materials (Training Manual and ABC of Policies) fully contextualized to the Caribbean, incorporating feedback from the Special Affairs Coordinator for the Caribbean Region and IICA Representations in the region	<b>Week 5</b>
<b>4. Bioeconomy Foresight Report for the Caribbean.</b>	<b>Week 7</b>

## 6. Quality and Usability Criteria

### A. Technical quality and level of depth

The products developed under this consultancy must reflect a level of depth equivalent to that of the original materials, ensuring:

- Conceptual coherence with the bioeconomy approaches and analytical frameworks promoted by IICA.
- Substantive adaptation to the Caribbean context, incorporating analysis, examples, references, and region-specific applications.
- Effective integration of priority value chains, institutional frameworks, and bioeconomy opportunities with an applied approach.
- Technical rigor in the use of concepts, data, and references.

Products limited to superficial adjustments or simple substitution of examples without deep contextualization will not be considered adequate.

### B. Usability and clarity for different audiences

The final materials must be clear, well-structured, and usable by different types of users, including decision-makers, technical teams, and stakeholders from the productive sector.

In particular, the materials must:

- Maintain a clear pedagogical structure, including organized sections, learning objectives, key concepts, examples, and practical tools.
- Adapt language and content to ensure understanding by different audiences.



- Clearly differentiate themselves from the original version through the incorporation of Caribbean-specific content that increases relevance and applicability.

The final materials are expected to be directly usable as inputs for training processes, capacity strengthening, and support to public policy formulation in the region.

## 7. Travel

No international travel is anticipated.

## 8. Duration

Start date: 12 June 2026

End date: 31 July 2026

Funding source: Innovation and Bioeconomy Program resources

Responsible officer for follow-up: Hugo Chavarría Miranda

## 9. Payment Terms

Payment	Estimated payment date (one week after delivery)	Percentage	Upon verification of progress and delivery of the following products
1	26 June	15%	Approval of the Work Plan
2	17 July	45%	Partial Progress Report.
3	31 July	40%	Approval of the Final Adapted Version and Bioeconomy Foresight Report for the Caribbean.

TOTAL AMOUNT: USD 12.000

PAYMENT CURRENCY: United States Dollars

## 10. Submission of Curriculum Vitae

Interested persons with the required profile can send their Curriculum Vitae by 07 June 2026 to [bioeconomiatam@iica.int](mailto:bioeconomiatam@iica.int)

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