
Assignment Notice - GV2050-004

Consultancy title	Study on potential options for grant funding mechanisms for the IMO		
Reference	GV2050-004		
Contract type	Individual consultant (home-based assignment)		
Period of contract	5 Months		
Contracting organization	International Maritime Organization (IMO)		
Programme title	GreenVoyage2050		
Date of issue	23/07/2024	Closing date for submission	06/09/2024

Background

GreenVoyage2050 is a major IMO technical cooperation programme that supports the reduction of GHG emissions from ships, in line with the IMO GHG Strategy (Resolution MEPC.377(80)). The programme, launched in May 2019, supports developing countries in the development of legal and policy frameworks, pilot projects, and the adoption of green technologies that can support the decarbonization of the maritime sector.

Brief description of the assignment

The GreenVoyage2050 programme seeks proposals from a qualified individual consultant to undertake a study on potential options for grant funding mechanisms for the IMO.

The objective of this assignment is to identify and compare existing grant funding mechanisms and funds in other similar UN organizations / intergovernmental organizations with a view to recommend potential options for the IMO to establish a new Grant Fund for near-zero / zero-carbon shipping initiatives in developing countries and to enhance south-south cooperation. This is a new initiative for the IMO, which currently does not have a grant funding mechanism or modality for disbursing grant funds. Key tasks will include the analysis of existing funding instruments and overall grant modalities of other intergovernmental agencies and determining the legal and financial requirements necessary for its creation and sustainability.

Refer to the **Terms of Reference (ToR)** in Annex 1 for full details of the assignment.

Presentation of Proposals

Proposals should be submitted in line with section 14 of the ToR no later than 06 September 2024 and must include the following:

- **CV of the consultant (max. 2 pages)**, outlining relevant professional experience, qualifications, and suitability for the assignment, i.e., why the individual is considered to be the most suitable candidate for the assignment.

- Contact details (email and telephone number) of the consultant and two (2) professional references who can certify competencies, professionalism, quality of writing, presentation and overall suitability to this ToR.
- **List of similar deliverables** with assignment titles, name of organization, and total value.
- **Brief description of the approach to work/technical proposal (max. 3 pages)**, in particular, the proposed methodology on how the assignment will be approached and completed, including responses to the **questions outlined in section 14 of the ToR**.
- **Financial Proposal** (max. 1 page) that indicates the all-inclusive fixed total contract price and a breakdown of financial quote per deliverable. Applicants are requested to refrain from including any potential travel costs in the financial quote, as these will be covered separately (if required).

All application materials should be submitted **as one consolidated PDF file** by email to greenvoyage2050@imo.org indicating the following reference: **Ref. GV2050-004**

Proposals that are submitted after the closing deadline will not be considered.

Queries about the assignment can be directed to greenvoyage2050@imo.org.

Evaluation of Proposal

IMO, as the contracting party, will be responsible for evaluating applications.

Only those applications which are responsive and compliant will be evaluated. Applications will be evaluated on a value-for-money basis considering the strength of the technical proposal, and the consultant's educational background and experience in delivering similar assignments. The contract will be awarded based on this evaluation, subject to acceptance of IMO's General Terms and Conditions. Shortlisted candidates may be contacted for an interview.

Please note that only shortlisted candidates will be contacted due to the high volume of applications.

ANNEX 1

ESTABLISHING A GRANT FUND FOR ZERO-CARBON SHIPPING INITIATIVES:

TERMS OF REFERENCE FOR A STUDY ON POTENTIAL OPTIONS FOR GRANT FUNDING MECHANISMS FOR THE IMO

1. SCOPE OF WORK

1.1 The contractor will identify and compare existing grant funding mechanisms with a view to recommending potential options for the International Maritime Organization (IMO) to establish a new Grant Fund for near-zero / zero-carbon shipping initiatives in developing countries within the framework of the IMO-GreenVoyage2050 programme.

2. BACKGROUND

2.1 The IMO is the United Nations specialized agency responsible for the safety and security of shipping and the prevention of marine and atmospheric pollution by ships. The IMO has an approved biennial budget of £84 million for 2024-2025, with £41 million allocated for 2024 and £43 million for 2025. The IMO employs around 300 international staff members who are predominantly based at its headquarters in London, United Kingdom.

2.2 GreenVoyage2050 is a major IMO technical cooperation programme that supports the reduction of GHG emissions from ships, in line with the IMO GHG Strategy ([Resolution MEPC.377\(80\)](#)). The programme, launched in May 2019, supports developing countries in the development of legal and policy frameworks, pilot projects, and the adoption of green technologies that can support the decarbonization of the maritime shipping sector.

2.3 GreenVoyage2050, currently in Phase 2 (2024 – 2030), is funded by the governments of Finland, France, Germany, Netherlands, and Norway, with a total funding of approximately USD 27.6 million. This funding facilitates the development of near-zero / zero-carbon pilot projects, technology demonstrations, the development of national action plans, and the establishment of financial mechanisms to aid developing countries, including Small Islands Developing States and Least Developed Countries in accessing green solutions.

2.4 The maritime industry urgently needs to scale up the adoption of new technologies, alternative fuels, and innovative solutions to effectively implement the IMO GHG Strategy. However, developing countries in particular, face significant financial challenges in closing the gap between current practices and the advanced, low-carbon solutions required for this transition. Pilot projects are crucial in demonstrating the viability of these innovations and providing a roadmap for widespread adoption and scale-up.

2.5 Recognizing this, the GreenVoyage2050 programme intends to establish a dedicated grant funding mechanism - the GreenVoyage2050 Grant Facility (GV2050 GF). This facility will support the financial needs of developing countries, enabling them to access and implement cutting-edge technologies and alternative fuels. The GV2050 GF aims to accelerate the energy transition in the maritime

sector by providing partnering countries with quicker access to capital and mitigating investment risks for pilot projects.

2.6 The GV2050 GF is expected to co-finance projects on alternative marine fuels, support the implementation of green technologies on ships, and optimize port operations. Examples could include co-funding of battery-hybrid power systems for ships operating on short routes, tugboats in ports, or the development of alternative near-zero / zero-carbon marine fuels.

2.7 Funding for these pilot projects is already secured with approx. \$1 million in total allocated per year (from 2025 to 2029) to fund 4 to 5 pilot projects annually. Additionally, it is anticipated that new donors may contribute to the Fund over the next few years and potentially beyond Phase 2 of the GreenVoyage2050 programme.

3. PURPOSE

3.1 The primary objective of this consultancy is to provide feasible options and recommendations for establishing a grant funding mechanism based on a comparative analysis of existing grant funds in other similar UN organizations / intergovernmental organizations. This is a new initiative for the IMO, which currently does not have a grant funding mechanism or modality for disbursing grant funds. Key tasks will include the analysis of existing funding instruments and overall grant modalities of other agencies and determining the legal and financial requirements necessary for its creation and sustainability.

3.2 The main purpose of the GV2050 GF will be to de-risk investments in developing countries, particularly targeting the public sector in the initial stages. The success of the grant facility will be measured by its effectiveness in supporting scalable zero-carbon shipping projects that demonstrate tangible emissions reductions in developing countries.

3.3 The final deliverable of this consultancy will be a report that includes a set of clear recommendations that will support the IMO in selecting the most appropriate grant funding modality. The recommendations from the contractor will also specify the governance structure, taking into account cost and time considerations, as well as risk management strategies.

4. REQUIREMENTS/TASKS

The contractor, under the overall guidance of the GreenVoyage2050 Manager, will undertake, inter alia, the following activities:

4.1 Comparative Research and Analyse Existing Models

- Research up to five different funding modalities used by comparable UN organizations / intergovernmental bodies for deploying grants.

- Develop a list of suitable operational models for the GV2050 GF, including insourcing¹, outsourcing², or a hybrid approach where some or all back-office functions are outsourced through a 'pay agent'³.
- Evaluate proposed operational models against a predefined set of criteria, assessing, among others, legal constraints, time and cost considerations, and operational practicality to ensure the feasibility and sustainability of the grant facility.

4.2 Facilitate Stakeholder Consultations and Document Key Insights

- Identify and conduct consultations with at least 15 key stakeholders, including the GV2050 GF Steering Committee (to be established with IMO internal stakeholders), key IMO staff members, and experts in other UN grant bodies, to derive valuable insights.
- Prepare a list of stakeholders to be interviewed and consultation questions for review by the GreenVoyage2050 team.
- Collaborate with IMO legal experts to identify the legal considerations necessary for establishing and operating the grant facility.
- Document these consultations, summarizing key insights and actionable recommendations.

4.3 Draft GV2050 GF Report and Develop Recommendations

- Draft a report (no more than 10 pages) utilizing visuals, diagrams, and relevant case studies from other UN bodies / intergovernmental agencies to articulate the development, proposed implementations, and projected outcomes of the various operational models.
- Develop a detailed assessment and ranking of each funding modality's technical, economic, and operational feasibility, along with considerations such as risks and time/cost implications.
- Propose a decision-making framework for IMO's senior management, considering various administrative and governance structures that support agility and compliance.
- Synthesize findings into a set of recommendations for the grant facility's operational model, funding mechanisms, and management practices.
- Refine the final written report based on feedback from the IMO staff team and subject matter experts, focusing on clear, actionable steps for grant facility operation, including stakeholder roles and responsibilities.
- Prepare a slide deck (no more than 10 slides) summarizing lessons learned and key takeaways from analyzing different funding modalities, tailored for dissemination to the GV2050 GF Steering Committee.

5. ITEMS PROVIDED BY IMO

- 5.1 The GreenVoyage2050 team will make all materials related to the GV2050 GF available to the contractor.

¹ Insourcing refers to the practice of using IMO's internal resources and personnel to perform tasks, processes, or projects. It involves leveraging in-house capabilities and retaining control over the operations.

² Outsourcing involves contracting out certain business functions or processes to external service providers. This approach can help IMO focus on core activities while leveraging external expertise and resources for non-core functions.

³ 'Pay agent' is an external entity responsible for managing the financial transactions associated with the grant disbursement. This includes distributing funds, processing payments, and ensuring that all financial operations are conducted efficiently and in compliance with relevant regulations.

5.2 Administrative support to organize meetings will be provided by the GreenVoyage2050 team.

6. FORMAT/LANGUAGE

6.1 The contractor should use the Microsoft Word and PowerPoint presentation templates provided by the GreenVoyage2050 team, and all materials should display the GreenVoyage2050 and IMO logos.

6.2 The report shall be drafted in English. Efforts should be made to use clear and simple language. Technical terms should be explained to ensure understanding.

7. QUALITY CONTROL

7.1 In conducting the work, the contractor may consult a broad range of reputable organizations and resources with relevant experience and expertise within the areas of these Terms of Reference. The contractor must validate the credibility of the information obtained and appropriately reference all sources. The responsibility for the content of the work rests with the contractor.

7.2 The contractor's report and findings must be unbiased and neutral, maintaining impartiality to ensure the credibility and reliability of the recommendations.

8. MILESTONES AND DELIVERABLES

8.1 The following deliverables are expected from the contractor:

- A report (up to 10 pages) outlining the options for various operational models, governance structure, and decision-making framework for the GV2050 GF, including a set of actionable recommendations for establishing the grant facility.
- Presentation materials to disseminate the findings and recommendations to a broader audience, ensuring clarity and engagement.

8.2 The exact details related to the above-mentioned tasks will be finalized during the kick-off call. Payment shall be made upon certification by IMO that the performance of the duties and the work carried out are satisfactory according to the payment schedule.

	Deliverable	Timeline	Payment %
1.	A draft report (max 10 pages) outlining the options for various operational models, governance structure, and decision-making framework for the GV2050 GF.	3 months from kick-off (Dec 2024)	30%
2.	A final report, taking into consideration the feedback received by GreenVoyage2050, outlining the options for various operational models, governance structure, and	4 months from kick-off (Jan 2025)	70%

	decision-making framework for the GV2050 GF.		
3.	Presentation materials (no more than 10 slides) to disseminate the findings and recommendations to a broader audience, ensuring clarity and engagement.	4 months from kick-off (Jan 2025)	

9. COMMUNICATION

9.1 The contractor is expected to work closely together and in coordination with the GreenVoyage2050 team and should provide regular updates on progress.

9.2 All meetings with relevant stakeholders and the GreenVoyage2050 team will be conducted via conference call, which will be recorded upon the participants' agreement.

9.3 The contractor will report to and submit all agreed deliverables to Ms. [Astrid Dispert](#), GreenVoyage2050 Manager, Subdivision of Partnerships and Projects, Technical Cooperation and Implementation Division, IMO, and other project staff, as required.

10. ORGANIZATIONAL MATTERS

10.1 All rights, including title, copyright, and patent rights, in any work produced by the contractor for this assignment shall be vested in IMO, which alone shall hold all rights of use. Where necessary, the contractor must secure adequate authorization for the use of any third-party materials included in the reports by IMO.

11. WORK LOCATION

11.1 This work is mostly a home-based assignment but may occasionally require travel to IMO Headquarters in London for meetings (travel costs for such meetings will be covered separately as per the standard UN travel policy).

12. PROPOSED TIMEFRAME FOR DELIVERING THE ASSIGNMENT

12.1 The assignment is expected to be completed within approximately five (5) months. Key deliverables will be submitted according to the schedule outlined in Section 8.

12.2 While all deliverables set out in Section 8 could be completed in approximately six (6) weeks if undertaken on a full-time basis, the contract duration has been extended to five (5) months to allow for part-time engagement. This extension accommodates the availability of stakeholders for interviews, which may not be consistently available within a condensed timeframe.

13. REQUIRED QUALIFICATIONS

Nominated individual consultant:

- An academic degree in Environmental or Maritime Affairs, Sustainable Development, Business Management, Finance, or a related field.
- At least five years of experience in UN / intergovernmental funding mechanisms, developing grant facilities, governance structure, operational frameworks, and fund management.
- Demonstrated ability to conduct comprehensive analyses, draft detailed reports, and synthesize information into clear, actionable recommendations for senior management.
- Experience in conducting consultations to gather inputs.
- Excellent verbal and written communication skills, with the ability to prepare clear and effective reports and presentations.
- Ability to work in a dynamic environment and adapt to evolving project needs and stakeholder requirements.

14. EVALUATION QUESTIONS (to be submitted by the applicant for evaluation – please limit your responses to 3 pages in total)

- a. What are the types of funding models you are considering for the GV2050 Grant Facility, and why did you choose these specific models for comparison?
- b. How are you going to evaluate each of the proposed models, and what specific criteria will you use to assess their feasibility and effectiveness?
- c. What potential challenges do you foresee in IMO developing such a grant facility?
- d. List the potential UN organizations you plan to benchmark against for this study and explain why you chose these organizations as references.
- e. Identify the types of stakeholders you will interview during your research and how you will ensure diverse and comprehensive inputs from relevant stakeholders.