Terms of Reference

Inventory of Existing Programmes of the Built Environment and the Assessment of Best Practices in Training in Energy Efficiency
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Background:
The Caribbean Network on Urban and Land Management (CNULM), also known as blueSpace, aims to bring together the agencies and organizations involved in Urban and Land Management across the region. The main objective is to contribute to poverty alleviation and sustainable development by building on human resources capacities and making available to actors of the urban and land sectors, and the greater population, state of the art research and techniques. It does so by implementing a range of projects and actions that foster inter-agency communication and cross-disciplinary exchanges.

The CNULM has begun an ACP EDULINK II project entitled Mainstreaming Energy Efficiency and Climate Change in Built Environment Training and Research in the Caribbean (CarEnTrain). This 42 month project focuses on mainstreaming energy efficiency in relationship to sustainable economic development and Climate Change into existing curricula and Continuing Professional Development (CPD) in Urban and Transportation Planning, Engineering and Architecture of Caribbean Higher Education Institutes (HEIs) and increase inter-institutional networking and regional capacity in energy and the built environment. Key partners in this action are the St. Augustine campus of The University of the West Indies (UWI), University of Guyana (UG), Anton de Kom University of Suriname (AdeKUS), University of Antwerp (UA) and University of Technology Jamaica (UTech). These partners are also involved in a VLIR UOS South Initiative project Strengthening the current BSc. Program Construction Engineering and infrastructure of the University of Suriname, and feasibility study for the extension of the BSc. Program into a regional MSc. Program in Urban Design, led by the AdeKUS and UA. Within the context of those two projects, UWI and UA/ Adekus are jointly tendering the following assignment.

Objectives:

Objective 1: Create an inventory of the existing programmes in the built environment at Caribbean HEIs, and other programmes in urban design delivered by external institutions to the Caribbean. The consultant shall seek to address the following:

1. What are the institutes in the Caribbean that provide Higher Education programmes or courses related to the built environment, including architecture, urban and regional planning, urban geography, urban sociology, transport and mobility planning and urban design?
2. List the programmes, courses (core and elective), entry and degree requirements and tuition fees per programme (local currency/euros)
3. What is the urban design content in each course and list the number of credits and/or hours assigned?
4. State the number of students are enrolled in each programme and, in particular, urban design courses
5. Identify the external institutions offering training in urban design in the Caribbean. Describe the programmes (rationale, courses, programmes, entry requirements and tuition).

Objective 2: Assess latest international trends in the teaching of Built Environment courses with respect to energy at Universities and other institutions that offer CPD courses. Determine the drivers (e.g. policies, laws) and process of change (internal mechanisms, nature of consultations etc.) and identify curriculum and course content. A minimum of five case studies, relevant to the region, should be selected from geographic spread of non-Caribbean countries. These case studies will be used by Caribbean Universities for revision of their curriculum and course content. The consultant shall seek to address the following:

1. What were the drivers for changes in curriculum and course content (market, laws, standards, institutional policy, research environment etc.) in the case studies?
2. What was the process of rationalizing the curriculum and course content? (e.g. Were stakeholders engaged and, if so, which ones and how? What was the approval process within the University?)
3. What were the changes made in the curriculum, which reflects a mainstreaming of energy issues? Show evolution of curriculum and course content
4. Were the programmes more marketable and cost effective?
5. How many students graduated from the new programme?
6. Was there evidence of impact of improved training of graduates on the built environment?
7. Are there drivers of change in curriculum and course content in the Caribbean?
8. Are the changes in the curriculum and courses content identified in the case studies relevant and applicable to the curriculum and course content of Caribbean Universities?

Key Activities:

The information collected should be based on desktop review and interviews. The review should include UNHabitat training materials prepared in the subject area, which will be assessed for relevance to the conditions of the cities of the Caribbean. The information will be arranged under the following headings: Spatial Planning, Architecture, Civil and Transportation Engineering and Urban Design.

Sources of information are:

- Project managers associated with CarEnTrain and VLIR
- Professionals in urban design in the Caribbean
- Websites and programmes of HEI’s
- UNHabitat training materials (to be provided)
- Caribbean Urban Agenda (to be provided)
- CNULM Technical Working Paper Series (to be provided)
- Other sources identified by consultant.

Period of performance

The consultancy shall start on 24th March 2014 and end by 21st July 2014.
Deliverables

1. A preliminary report on Objective A within one month of the start of grant.
2. A comprehensive evaluation report highlighting the Approach, Findings, Recommendations of both Objectives A and B will be submitted to the Project Director by 30\textsuperscript{th} June 2014. Feedback by Project Director will be provided by 7\textsuperscript{th} July 2014 (1 week) and final report provided by 21\textsuperscript{st} July 2014.
3. The Consultant will be requested to do a formal presentation of the work at the Caribbean Urban Forum in Barbados (14\textsuperscript{th} -17\textsuperscript{th} May 2014) with expenses covered by the CarEnTrain project.

Value of contract

The value of the grant is 15,000 Euros. All expenses occurred in the production of the report is borne by the Consultant.

Requirements

The Consultant should have at minimum a M.Sc. in an area related to the Built Environment or Education. A Ph.D. will be an asset. He/She should demonstrate experience in the curriculum review and delivery of training.

Application procedure

Candidates are required to email cover letter outlining experience in conducting similar studies, a brief proposed methodology (not to exceeded 3 pages) the CV of the lead consultant and, if any, a list of competencies of other team members. Information should be sent to:

Dr. Perry Polar
Project Coordinator
Caribbean Network for Urban and Land Management
Perry.Polar@sta.uwi.edu

Deadline for receipt
17\textsuperscript{th} March 2014 (12 midnight ECT)

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