

PROJECT STEERING COMMITTEE

Strategic Platform to Promote Sustainable Energy Technology Innovation, Industrial Development And Entrepreneurship in Barbados

DATE: 18th September 2019

Time: 10:00 a.m.

AGENDA ITEMS

- Item 1.** Round of Introduction and Welcoming Remarks
- Item 2.** Introduction to the GEF Project
 - (1) History and key mile-stones
 - (2) Key project information (e.g. partners, budget, duration)
 - (3) Envisaged results and development
 - (4) Theory of change and main project components
- Item 3.** Project Steering Committee
 - (1) Clarification of the PSC functions and roles
 - (2) Review and Approval of the Terms of Reference
 - (3) Appointment of Chair and Deputy
 - (4) Confirmation of the final composition of the PSC and members
- Item 4.** Presentation and discussion of the project progress report
 - (1) General project progress, achievements and budget expenditures
 - (2) Progress on the Barbados Green Technology Cluster Component
 - (3) Observed project obstacles/risks and mitigation measures
- Item 5.** Presentation and discussion of the Annual Work Plan and Budget
 - (1) Review of the annual work plan and outlook on the work-time-schedule throughout the project life-time
 - (2) Review and consideration of the annual Budget and earmarking of funds for specific activities
 - (3) Review of cofounding commitments
- Item 6.** Visibility, public relations (websites, press work) and creation of synergies
- Item 7.** Third PSC Meeting
- Item 8.** Any Other business
- Item 9.** Closing Remarks