**GEF Small Grants Programme (SGP)**

**Terms of Reference of the National Steering Committee**

**Functions and Duties:**

The SGP National Steering Committee (NSC) serves as the main decision-making body of the SGP at the country level, and provides overall oversight, guidance, and direction to the Country Programme.

The NSC member’s principal roles include the following:

(i) Provide overall guidance and strategic direction of the Country Programme, including the development, implementation, and periodic review and revision of the SGP Country Programme Strategy (CPS).

(ii) Review and approve projects in alignment with the CPS following participatory, democratic, impartial, and transparent procedures in line with the SGP Operational Guidelines and Standard Operating Procedures.

(iii) Provide technical support to project oversight and implementation at the country level in accordance with the SGP Project Document for the operational phase, including project monitoring and evaluation (e.g. field visits).

(iv) Link the SGP operations to the relevant global, regional, and national policies and strategies of the GEF and other third-party co-financing.

(v) Support partnership development and resource mobilization efforts for the SGP at project and country levels.

(vi) Support scaling up efforts to mainstream SGP lessons learned and successes in national development planning and policy-making.

(vii) Other aspects of programme implementation at the country level in accordance with the SGP Project Document for the relevant Operational Phase.

**Term Of Service:**

* NSC members serve for a period of three years, with a possibility of one-time renewal. Serving more than two terms in a consecutive manner is not allowed, unless approved by the SGP Global Manager or UCP Global Manager on an exceptional basis.
* Participation in the NSC is voluntary, without monetary compensation. Travel expenses for project site visits or to NSC meetings can be covered by the SGP country operational budget (COB) as relevant and should be reflected as part of the annual work plan and COB planning exercise.
* Organization with which that member is associated, shall not participate in GEF SGP grant competitions. In such cases, the member shall be excused from both the discussion and decision on the project.

**basic criteria for a membership:**

* Georgian citizenship
* Sound knowledge of the environmental conditions in the GEF-SGP focal areas: biodiversity, climate change, land degradation, and other thematic areas that the country programme is focused on.
* Sound knowledge of the (environmental) problems on national and local level
* experience in preparation, implementation and monitoring/ evaluation of projects
* NSC non-governmental members must have high credibility independency and impartiality
* Strong NGO linkages - wide experience working with CSOs, CBOs, in the country and can thus represent the needs and interests of the constituency in committee discussions

Interested organizations should nominate relevant candidates and submit the CV of nominees via email to the National Coordinator at [ana.shubitidze@undp.org](mailto:ana.shubitidze@undp.org) no later than COB of 20 February, 2026.

**Selection process:**

The existing NSC will review the nominations based on selection criteria (considering both the expertise and qualifications of the individual candidates as well as consider non-governmental members credibility) and provides a recommended list of two or three candidates to the UNDP RR.

The UNDP RR, in consultation with the NC, will review and agree upon the recommended list of new NSC members, which is then submitted to the CPMT for final approval.

**For additional information please contact:**

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