Initiation Plan / GEF PPG

|  |  |  |
| --- | --- | --- |
| **Project Title:** A ridge-to-reef approach for the integrated management of marine, coastal and terrestrial ecosystems in the Seychelles  **Country:** Seychelles  **Country Programme Outcome:** Mainstreaming environment and energy: Strengthened national capacities to mainstream environment and energy concerns into national development plans and implementation systems  **UNDP Strategic Plan: Integrated Results and Resources Framework**  **Output 1.3:**  Solutions developed at national and sub-national levels for sustainable management of natural resources, ecosystem services, chemicals and waste.  **Indicator 1.3.2 a)** Number of additional people benefitting from strengthened livelihoods through solutions for management of natural resources, ecosystems services, chemicals and waste; and b) Number of new jobs created through solutions for management of natural resources, ecosystem services, chemicals and waste.  **Gender Marker rating:** *GEN 3* | | |
| ATLAS Award ID: 00108219  ATLAS Output ID: 00108159  PIMS ID: 5502  Management Arrangement: DIM | **Total budget:**  Allocated resources:   * GEF * UNDP | **US$ 130,000**  US$ 120,000  US$ 10,000 |

Agreed by

|  |  |  |
| --- | --- | --- |
|  |  | *Day/Month/Year* |
| UNDP Resident Representative[[1]](#footnote-1) | Signature | Date |

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# Brief Description of the Initiation Plan/GEF PPG

**Objective & Final Outputs**

The objective of the GEF PPG is to develop the project concept into a full project: *A ridge-to-reef approach for the integrated management of marine, coastal and terrestrial ecosystems in the Seychelles*. As described in the project concept (PIF), this project aims to apply a comprehensive Ridge to Reef (R2R) approach that addresses the ‘whole island’ priorities of improved management and conservation of upland forest and agricultural ecosystems as well as coastal and marine ecosystems in the Seychelles to produce global benefits in terms of conservation of globally significant biodiversity and the effective management of the large marine ecosystems (including coastal and near-shore marine ecosystems), and to arrest and reverse ecosystem degradation. This approach acknowledges and actively incorporates the issues of scale, proximity and interconnectedness of environmental systems on SIDS, and utilises the multi-focal area approach to provide ‘joined up’ solutions for sustainable development. By addressing a range of terrestrial threats to the marine environment, including flows of pollutants, nutrients and sediment, disrupted hydrological services, degradation of critical habitat, etc. that have significant negative impacts on important coastal/marine ecosystems including wetlands, mangroves, seagrass beds and coral reefs, the project will simultaneously improve the management of the terrestrial landscape, improve the effectiveness of integrated coastal management practices and secure the integrity of existing and new marine protected areas in the Seychelles, which are vital components of, and effective management tools to conserve, the Agulhas and Somali Current Large Marine Ecosystems. At the policy and strategic level, the project will unite the three most important spatial and resource planning processes in the country (which provide the baseline to this project), namely the Marine Spatial Plan (for the seascape), the Seychelles Strategic Plan (for the landscape, most notably the ‘Green Spine’ on Mahé and other upland forest areas in the Inner Islands), and the Land Use Plans (which embrace integrated coastal management principles and act as the most suitable vehicle to engage District Authorities and local communities in the implementation of these strategic plans).

In order to reach the stage of UNDP Project Document completion and CEO endorsement, project development includes a preparatory phase, which foresees the collection of information and gathering of useful data for project design, the validation of the indicative outcomes and outputs contained in the PIF, the development of a full M&E plan including appropriate indicators and baseline, a participatory plan to involve communities as well as the identification of implementing partners and negotiation pertaining to implementation arrangements and co-financing.

The following documents are to be consulted as background for the GEF PPG phase:

* PIF cleared for WP inclusion or GEF Council approved PIF
* SESP pre-screening (of PIF)
* Comments from GEF Secretariat, Council, STAP
* [Annotated UNDP-GEF Project Document Template](https://intranet.undp.org/unit/bpps/sdev/gef/Templates1/Annotated%20UNDP%20GEF%20Project%20Document%20Template%2011%20July%202017.doc) and associated guidance included therein

The final outputs of the GEF PPG are:

1. UNDP-GEF Project Document (ProDoc), using the 2017 standard template.
2. Mandatory annexes to the ProDoc, including gender analysis and action plan, and stakeholder engagement plan, among others, and project specific annexes (e.g. landscape profile, institutional and legal analysis, feasibility studies, etc.).
3. GEF CEO Endorsement Request.
4. Validation Workshop report (as appropriate for projects with a moderate and high SESP risk rating).

Any additional studies and other reports produced under the GEF PPG and not included in Annex to the project document will be submitted to UNDP and saved for future reference.

**Key Dates for the GEF PPG**

|  |  |  |
| --- | --- | --- |
| **Milestone** | **Date** | **Notes** |
| **Internal submission date** for UNDP-GEF review and clearance | December 2018 | Must be at least two (2) months prior to CEO Endorsement Deadline |
| **CEO Endorsement Deadline** after which the project will be cancelled. | May 2019 | Failure to submit a ProDoc and CEO ER to the GEF Sec by this deadline will lead to the automatic cancellation of the project by the GEF Secretariat. |

**Management Arrangements**

The UNDP Country Office in Mauritius, through the sub-divisional office in Seychelles, will lead the project development process and manage the GEF PPG budget in full consultation with the UNDP-GEF Regional Technical Adviser. The GEF PPG Atlas budget is presented in *Section IV: Total Budget and Work Plan*.

The GEF6 Steering Committee established to prepare the GEF6 NPFD has expressed intent to continue as the Steering Committee to guide the GEF PPG team, and to review and endorse the GEF PPG deliverables. The Steering Committee is responsible for ensuring that the deliverables outlined in this GEF PPG are completed on time and in line with UNDP and GEF requirements. The Implementing Partner of the project, the Ministry of Environment Energy and Climate Change (MEECC) will chair the Steering Committee at PPG stage. There is a stated intent to combine the project Steering Committee with that established for the other GEF6 project, SWIOFish3.

Steering Committee members for the PPG phase are drawn from the following organizations (to be reviewed):

Ministry of Environment, Energy and Climate Change (Chair)

Blue Economy Department, Office of the Vice President

Ministry of Fisheries and Agriculture

Ministry of Habitat, Infrastructure and Land Transport

Seychelles National Parks Authority

Seychelles Fisheries Authority

Seychelles Agricultural Agency

University of Seychelles

Seychelles Islands Foundation

Nature Seychelles

Marine Conservation Society of Seychelles

The Nature Conservancy - Seychelles

UNDP Country Office

GEF Small Grants Programme

WB-GEF SWIOFish3 project

Programme Coordination Unit, MEECC (Secretary)

The GEF PPG team will be composed of the following:

1. International Specialist for BD/LD Project Development (Team Leader)
2. International Specialist in Forestry
3. National Coordinator
4. National Specialist in Marine Protected Areas /Temporal Protected Areas
5. National Specialist in Capacity Assessment
6. National Specialist in Agronomy / Agroforestry (UNDP financed)
7. National Specialist in Water and Waste Water Policy (UNDP financed)
8. National Gender and Youth Engagement Specialist (UNDP financed)

Draft Terms of Reference (TORs) for each team member is included in Annex 2 of this Initiation Plan.

# Stakeholder Engagement, public disclosure and other requirements

To ensure strong country ownership, and in line with the stakeholder engagement requirements outlined in UNDP’s [Social and Environmental Standards](http://www.undp.org/content/undp/en/home/librarypage/operations1/undp-social-and-environmental-standards.html) (SES), the development of the project to be undertaken during this GEF PPG phase will be done in full consultation and close engagement with government, CSO and other relevant stakeholders – in particular those who will benefit from and be directly involved in the implementation of the project (i.e. direct project beneficiaries). A list of these stakeholders will be prepared and included in an Annex to the project document.

If the Social and Environment Screening Procedure (SESP) included in an Annex to the project document, has an overall safeguard risk rating of moderate or high, the following disclosure requirements apply:

1. A final validation workshop report will be prepared summarizing the outcomes of the validation workshop and other consultations undertaken during the PPG phase. This report must demonstrate strong country ownership and will become a key reference document should an environmental and social safeguard complaint/grievance be filed during project implementation.
2. Before CEO endorsement (if appropriate given the GEF cancellation policy) or at the latest by the LPAC meeting, the UNDP-GEF project document, SESP and related management plans, and other relevant information/documents (e.g. ProDoc annexes) will be made available to the public on the UNDP website or [open.undp.org](http://open.undp.org/#2017). It is recommended to make these documents available for 30 days in advance of the LPAC meeting for moderate risk projects, and 120 days in advance for high risk projects.

# GEF PPG ACTIVITIES

## Component A: Preparatory Technical Studies & Reviews

The following technical studies and reviews will be conducted, building on the PIF and the comments received to the PIF (e.g. from GEF Council and STAP).

### Desktop and field-based studies and data collection

This research aims to produce the background information required to prepare the ProDoc and CEO Endorsement Request. Identified activities are as follows:

Field-based studies and data collection

1. Update and refine an institutional capacity assessment conducted during NPFE stage and adjust to revised project scope and roles of partners (stakeholder matrix). The capacity of different partners to implement cross-sectoral elements of the project as Responsible Agencies or grantees will be highlighted.[[2]](#footnote-2) In particular:

* Clarify the capacity of the Blue Economy Institute (BERI) to support the project, noting the recent increase in capacity of BERI due to the hiring of additional staff by UNISEY. Identify the capacity of BERI to institutionalize project monitoring and any capacity-building inputs that would be required for this to be effective.
* Clarify the capacity of the SGP as a potential partner in overseeing community-led actions.

1. Review of potential for establishment of Temporal Protected Areas (TPAs), relative to provisions under the new Nature Reserves and Conservancy Act (expected to be enacted by end 2018), and procedures for review or creation of nomination files and gazetting of TPAs. Review existing TPA nomination files and how these will be taken forward, and the requirements for new nomination files. Keep the option of whale shark TPAs open pending review of recent whale shark distribution information and whether numbers in the inner islands are recovering to a level that would justify the initiative.
2. Review of status of the targeted Marine Protected Areas (MPAs) (Port Launay MPA, Baie Ternay MPA, Curieuse MPA, all under SNPA management), including review of management plans completed in 2017 for these sites, and other activities to be financed under the GOS-UNDP-GEF PA Finance project or others, and timelines for these (potential synergies with the current project). Refer to existing METTs and other information for these sites. Look specifically at the interaction between these MPAs and the Mahe Plateau demersal fisheries management plan completed in 2017.
3. With attention to recent coral reef status reviews, identify impacts on coral reefs in the target areas following the April-May 2016 bleaching event. Further, review recently correlated information related to reef resilience that might be of particular relevance for project intervention. Determine baselines for coral reef monitoring and other potential inputs related to coral reef management based on these.
4. Establish practical baselines and targets for restoration and rehabilitation of coastal forests and mangroves within MPAs (again with reference to inputs from other donors, especially on Curieuse).
5. Through expert consultancy input (forestry) identify target areas of KBAs and/or adjacent ‘green spine’ areas for project interventions and clarify the types of protected area status that might be applied – e.g. ecological reserve for high biodiversity areas, sustainable use zones (forest reserves) for medium biodiversity areas. Clarify the types of management practice that might be applied in the target areas, including post-fire rehabilitation, and in the periphery of target areas (agroforestry, etc.). Determine how the project might mobilize partners to undertake the required interventions and the modality of engagement with SGP (potential partners would be environmental NGOs, forest watershed associations, farmers’ groups, etc.).
6. Locate any monitoring data related to water flows and pollution, particularly as it may impact on target areas. Identify baselines where possible otherwise define data to be collected prior to identifying baselines in project year one.

Desktop studies and analyses

1. Review national policy and legislative frameworks. In particular, review the policy environment of the project in relation to the new National Development Strategy (under preparation), and the Water Policy and Bill (due to be completed by end of 2017). Ensure that the project intervention plans are synergistic with and support Government development plans, policies, and budgets allocated for these.
2. Assess the project development challenge and strategy (including threats, problems and barrier assessment).
3. Develop problem and solution trees in consultation with project stakeholders, for a robust Theory of Change (to be prepared in **Component B**, below).
4. Review relevant past and ongoing projects for lessons, particularly the past GEF biodiversity and SLM projects and the four Ecosystem-based adaptation projects currently underway in Seychelles. Ensure that the project intervention plans are synergistic with Government development plans, policies, budgets and complementary projects (EBA projects, other projects in GOS-UNDP-GEF portfolio). Note particularly the success of establishing local watershed management committees (under the UNDP-AF EBA project) and the provision of a legislative basis for these committees under the new Water Bill.[[3]](#footnote-3)

### Gender and Youth Analysis

There are few concerns in regard to gender integration in Seychelles, where women are well represented in Government, private sector, etc. Of more concern is the integration of the Youth, particularly male youth.

An analysis will be prepared fully to consider the different needs, roles, benefits, impacts, risks, differential access to and control over resources of women and men, adults and youth, and to identify any measures needed to address these. The analysis will form the basis of a Gender and Youth Action Plan and Budget to guide gender and youth mainstreaming during project implementation. A Gender and Youth Analysis, and a Gender and Youth Action Plan and Budget will be attached as Annexes to the Project Document. See guidance available [here](https://intranet.undp.org/unit/bpps/sdev/gef/SitePages/Gender.aspx).

### Environmental and Social Safeguard Assessments

The social and environmental safeguards pre-screening (pre-SESP) prepared during the PIF design phase determined the overall risk categorization of this project as **Low**. However, four potential safeguard risks were highlighted to be further assessed during the PPG phase, specifically:

1. The Project could potentially restrict availability, quality of and access to resources or basic services
2. Project activities are proposed within or adjacent to critical habitats and/or environmentally sensitive areas
3. The Project involves harvesting of natural forests and reforestation
4. Potential outcomes of the Project are sensitive or vulnerable to potential impacts of climate change

In all cases the risk was categorized as low, and means of mitigating the risk were given. These will be reassessed and expanded further as necessary during the PPG phase. Ways to avoid negative environmental and social impacts will be identified where possible (e.g. through site selection).

### Identification of project sites

Based on the above reviews, and through consultation with stakeholders, the targeted project pilot sites will be confirmed. These are currently expected to be:

* Three existing marine protected areas (Port Launay, Baie Ternay and Curieuse Marine National Parks) encompassing 1,293 ha on the west coast of Mahé and at Curieuse island.
* Five Temporal Protected Areas (TPAs) that strengthen protection of 40.5 ha of critical nesting habitat for Hawksbill turtles (*Eretmochelys imbricate*), and two TPAs that establish protections for 2,505 ha and 2,780 ha of critical feeding aggregation habitat for the whale shark (*Rhincodon typus*).
* Six Key Biodiversity Areas (KBAs) occupying 2,235 ha of western Mahe and Praslin island.

## Component B: Formulation of the UNDP-GEF Project Document, CEO Endorsement Request, and Mandatory and Project Specific Annexes

Based on the technical studies and reviews undertaken under **Component A** (detailed above), the full UNDP-GEF Project Document will be developed (following the 2017 annotated UNDP-GEF Project Document available [here](https://intranet.undp.org/unit/bpps/sdev/gef/Templates1/Annotated%20UNDP%20GEF%20Project%20Document%20Template%2011%20July%202017.doc)), and the GEF CEO Endorsement Request (available [here](https://www.thegef.org/gef/guidelines_templates)) will be prepared.

The GEF PPG Team Leader will be responsible for the consolidation and finalization of all required materials.

Preparation of the UNDP-GEF ProDoc includes a specific focus on the following areas, which do not exhaustively capture the required ProDoc content:

### Theory of Change

The detailed theory of change (ToC), based on the studies and data collection undertaken in **Component A**, will be developed. The selected approach will be identified, with a clear rationale backed by credible evidence, integrating gender concerns into the approach. Additional guidance is available in the Annotated UNDP-GEF ProDoc template.

### Results Framework

Based on the studies and data collection undertaken in **Component A**, the Results Framework will be further defined with appropriate Objective-level and Outcome-level quantitative and qualitative SMART indicators and mid-term and end-of-project targets. It will be designed in line with the following parameters:

* Do not include outputs or activities in the results framework. Outputs and corresponding indicators can be included in the results section and/or in Annex to the project document.
* Prepare a maximum of 2-3 indicators for the Objective and each Outcome. Aim to keep the total number of indicators in the results framework (and that require annual reporting to the GEF) to a maximum of 15.
* If appropriate, give special attention to include gender-responsive outcomes and other socio-economic benefits.
* Collect baseline data for each indicator using existing national sources when feasible.
* If appropriate, consider disaggregating indicators by sex, including the numbers of direct project beneficiaries.
* Set realistic mid-term targets and end-of-project targets that can be achieved by project closure.
* Summarize risks and assumptions, and sources of verification/data.

See the annotated UNDP-GEF Project Document template for additional guidance on developing the Results Framework.

### Financial planning and co-financing

The following actions will be undertaken:

1. Prepare a detailed multi-year budget following the standard template provided in the UNDP-GEF project document template that reflects the mandatory requirements of the GEF M&E Policy.
2. Explore multilateral and bilateral co-financing opportunities: Undertake a series of consultations with partners to ensure a coherent and sustainable financing package for the project including post-GEF grant phase to the extent possible.
3. Ensure completion of required co-financing letters: The letters will be obtained from participating government institutions, development partners, NGOs and private sector entities that wish to provide voluntary contributions to the project, including funds managed by the partners themselves.

### Monitoring and Evaluation (M&E) Plan and Budget

### A detailed M&E work plan will be developed, including clear identification of responsibilities and accountabilities. The textual part of the plan in the PRODOC will be based on the standard template provided in the UNDP-GEF project document template that reflects the mandatory requirements of the GEF M&E Policy. What is needed is a more thorough description of how indicators will be informed upon on periodic basis, embedding this work and their costs in the activities and budget respectively.

Complete the M&E budget to be included in the UNDP-GEF Project Document noting that the total budget should be between 3-5% of the GEF grant.

Based on the capacity assessment undertaken in Component A, indicate how on-the-ground monitoring could be supported or undertaken by national institutes or UNISEY/BERI as appropriate. Clarify the roles of various groups involved in project M&E, how project-level monitoring links with data collected at the national level, and specify the frequency of monitoring. Specify monitoring tools to be used; clarify responsibilities for completing the mid-term and terminal GEF Tracking Tools (see below). Consider also sustainability and replication aspects.

### Stakeholder Engagement and Communications Plan

Based on the consultations undertaken during the PPG phase, a Stakeholder Engagement and Communications Plan will be developed. This will involve key agencies in the development and implementation of the project strategy to ensure a strong national ownership.

The Plan will consider in particular how communications and outreach will be implemented and by whom (including, for example, linkages with community-led programs implemented through SGP) so as to consolidate local-level support for field-based interventions. Lessons learned from EBA projects on establishing community-level steering groups will be considered, particularly in identifying how this support could be generalized across similar farming and coastal communities, enabling transfer and upscaling.[[4]](#footnote-4)

### Gender and Youth Action Plan and Budget

Based on the Gender and Youth Analysis conducted in **Component A**, the Gender and Youth Action Plan and Budget will outline the specific outputs to be delivered during project implementation in order to promote gender equality and the engagement of the youth. As part of the work of preparing the Action Plan, indicators should be proposed for inclusion in the Results Framework to facilitate the monitoring of the proposed gender and youth mainstreaming actions.

### Social and Environmental Standards

In line with the assessments conducted during **Component A** (above) and in line with [UNDP’s Social and Environmental Standards (SES) policy and all associated SES Guidance Notes](https://info.undp.org/sites/bpps/SES_Toolkit/default.aspx), the SESP will be finalized and all moderate and high risks identified in the SESP will be reflected in the risk table and risk section of the project document.

Mitigation and management measures for moderate and high risks will be developed and included in the project document, or included as a separate management plan in Annex to the project document, as required per UNDP’s SES. If the mitigation and management measures cannot be fully detailed at the PPG phase (e.g., sites have not been determined), an environmental and social management framework (ESMF) will be prepared outlining the steps to be taken during the first phase of project implementation to address the moderate and high risks. The ProDoc must clearly state that none of the associated project activities will commence until: the assessment(s) have been completed; the required management plan(s) have been prepared; the plan(s) have been disclosed and approved by the Project Board.

### GEF Tracking Tool(s)

The following required GEF Tracking Tools will be prepared, in line with the relevant GEF objectives, and included as an Annex to the ProDoc. Indicators from the GEF Tracking Tools can be included in the Results Framework as appropriate. See the [GEF’s website](http://www.thegef.org/documents/tracking_tools) for the most up-to-date templates as these may change.

*GEF-6 Biodiversity Tracking Tool, [Programs 2 and 6]*

*GEF-6 Land Degradation Tracking Tool*

### Project Management Arrangements

Based on the stakeholder analysis and consultations undertaken in **Component A** above, secure agreement on project management and governance arrangements—including roles, responsibilities and accountabilities of lead and partner Agencies. Agreement should be secured early in the project development phase and will be fully detailed in the ProDoc. This will include further clarification of the composition of the project board (Steering Committee) and the proposal of stakeholders to combine with the WB-GEF Swiofish3 Steering Committee for a joint oversight of GEF6 projects.

### Completion of the required official endorsement letters

These letters will include the official letters on co-financing guarantee(s) from participating government institutions, bilateral development partners, multilateral development partners, NGOs, private sector, or others who wish to provide cash or in-kind contributions to the project. This will be based on the list provided in the PIF, but may be adjusted – noting that circumstances have changed in the two-year period between completion of the PIF and onset of PPG phase.

## Component C: Validation Workshop and Report

A validation workshop will be held with relevant stakeholders to present, discuss and validate the project activities, and the final draft of the UNDP-GEF project document. A validation workshop report will be prepared for projects with an overall safeguards risk rating of moderate or high.

# Total Budget and Work Plan for GEF PPG

|  |  |
| --- | --- |
| **Award ID:** | 00108219 |
| **Project ID:** | 00108159 |
| **Business Unit:** | MUS10 |
| **Project Title:** | *A ridge-to-reef approach for the integrated management of marine, coastal and terrestrial ecosystems in the Seychelles* |
| **Project (PIMS) ID:** | 5502 |
| **Implementing Partner:** | UNDP – DIM (and through the MEECC Programme Coordination Unit) |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **GEF Outcome/Atlas Activity** | **Responsible Party** | **Fund ID** | **Donor Name** | **Atlas Budgetary Account Code** | **ATLAS Budget Description** |  | **Amount US$** | **Budget Notes** |
| **Project preparation grant to finalize the UNDP-GEF project document for project “A ridge-to-reef approach for the integrated management of marine, coastal and terrestrial ecosystems in the Seychelles”** | **UNDP** | **62000** | **GEF TRUSTEE** | 71200 | International Consultants |  | **68,000** | **A** |
| 71300 | Local Consultants |  | **22,500** | **B** |
| 71600 | Travel |  | **20,605** | **C** |
| 75700 | Training workshop |  | **5,295** | **D** |
| 74500 | Miscellaneous Expenses |  | **3,600** | **E** |
| **04000** | **UNDP** | 71300 | Local Consultants |  | **10,000** | **F** |
|  |  |  |  |  | **PROJECT TOTAL** |  | **130,000** |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Budget Note** | **Items** | **Total estimated person weeks** | **Budget** | **Budget Note** |
| A | 1 | Lead Writer – BD and LD ProDoc preparation expert – international (65 days @ $700) | 45,500 | Please see Annex 2 for key responsibilities of consultants |
| 2 | Forestry expert – international (30 days @ $750) | 22,500 |
| B | 1 | National coordinator – coordination, data collation and co-financing (40 days @ $300) | 12,000 |
| 2 | MPA/TPA specialist – national (20 days @ $350) | 7,000 |
| 3 | Capacity assessment specialist – national (10 days @ $350) | 3,500 |
| C | 1 | International travel for PPG consultants (2 x $3,500 for lead writer, 1 x $3,000 for forestry expert) | 10,000 |  |
| 2 | DSA for lead writer (x15) and forestry expert (x20) = $303 x 35 | 10,605 |  |
| D | 1 | Workshops (inception and validation) | 5,000 |  |
| E | 1 | Miscellaneous charges | 3,895 |  |
| F | 1 | Agronomist/ agroforestry specialist – national (10 days @ $300) | 3,000 |  |
| 2 | Water and waste water policy expert – national (10 days @ $350) | 3,500 |  |
| 3 | Gender/Youth engagement specialist – national (10 days @ $350) | 3,500 |  |

# GEF PPG Activities timeframe and budget

| **Components** | **Activities/Tasks** | **Coordination / Impl. Partner** | **Inputs** | **2018** | | | | | | | | | **Budget** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Jan** | **Feb** | **Mat** | **Apr** | **May** | **Jun** | **Jul** | **Aug** | **Sept** |
| Recruitment | Hiring of consultants (final stage of recruitment process which commenced in 2017) | UNDP |  | X | x |  |  |  |  |  |  |  | 0 |
| Inception | PPG inception workshop to clarify priorities and coordination and to confirm an overall work plan for the PPG | MEECC | UNDP |  | X |  |  |  |  |  |  |  | 2,500 |
| **Component A: Technical studies, etc.** | This phase of the PPG will include review and elaboration of the basic concepts as outlined in the PIF, identify and close data gaps, etc. Technical consultants will be fielded under this phase to provide specific technical inputs into the project design. | | | | | | | | | | | | 83,240 |
| Field-based studies and data collection  Desktop studies and analyses | Analysis of stakeholder capacities and interest in the project to prepare a stakeholder matrix (referring to the stakeholder capacity assessment prepared at PPG stage) | MEECC, all potential project partners | NC, CA |  | X | X |  |  |  |  |  |  |  |
| Clarify the role of BERI and capacity to institutionalize R2R monitoring under the overall Blue Economy approach | BERI | NC, CA, TL |  | X |  |  |  |  |  |  |  |  |
| Review the status of TPAs and the application of new legislation. | MEECC, MCSS | MS |  | X | X |  |  |  |  |  |  |  |
| Review the status of the targeted MPAs and determine priority interventions within the context of this project and synergies with those of other projects and donors. | SNPA, SWIOFish3 | NC, MS |  | X | X |  |  |  |  |  |  |  |
| Review the status of coral reefs and reef resilience parameters | SNPA | NC, MS |  |  | X | X |  |  |  |  |  |  |
| Establish practical baselines and targets for restoration of coastal forests and mangroves, where not targeted by other donors. | MEECC, SNPA | NC, FS |  |  |  | X |  |  |  |  |  |  |
| Identify target areas for forest protection (with reference to identified KBAs) and clarify appropriate protection status to be sought and interventions to be applied in the KBAs and adjacent areas | DOE (Forestry), SNPA (Forestry), MLUH | NC, FS, AS |  |  |  | X | X |  |  |  |  |  |
| Locate data related to water flows and pollution levels for development of baselines or identification of baselines tbd during project year 1 | MEECC, PUC | NC, WPS |  |  |  | X | X |  |  |  |  |  |
| Review the policy environment of the project in the light of new Government development plans and policies | MEECC | NC, TL, WPS |  | X |  | X | X |  |  |  |  |  |
| Review project development challenges and strategy; develop problem and solution trees |  | TL, NC |  |  |  |  | X |  |  |  |  |  |
| Review past projects and lessons learned, particularly from EBA projects. |  | TL, NC |  |  |  |  | X |  |  |  |  |  |
| Gender and Youth analysis | Analyse needs, roles, benefits, impacts, risks, differential access to and control over resources that may differentiate between women and men, adults and youth, and identify any measures needed to address these | MEECC, all potential project partners | GS |  |  |  |  | X |  |  |  |  |  |
| Environmental and Social Safeguards Assessments | Review pre-SESP | All stakeholders | TL, NC |  |  |  |  | X |  |  |  |  |  |
| Identification of project sites | As part of overall discussions with stakeholders, review the proposed sites identified in the PIF and the need for any changes in focus | All stakeholders | TL, NC |  | X | X | X | X |  |  |  |  |  |
| Consultation | Conduct detailed stakeholder consultations and analysis, including government agencies, NGOs, the private sector and civil society, to identify key players and ensure inclusive consultation. The potential role for different partners in the project will be defined, as will the specific linkages between other projects and programmes. | All stakeholders | NC/PCU |  | X | X | X | X | X | X | X |  |  |
| **Component B: Formulation of ProDoc, etc.** | The final output of the PPG phase will be a UNDP-GEF project document and GEF CEO Endorsement Template ready for submission to UNDP and GEF, with all required supporting annexes, tracking tools and background information | | | | | | | | | | | | 31,045 |
| Development challenge | Describe the challenge the project seeks to address. | MEECC, partners | TL, NC |  |  | X |  |  |  |  |  |  |  |
| Strategy (Theory of Change) | Explain the detailed theory of change (ToC) for this project and what UNDP with partners will do to address the development challenge described above | MEECC, partners | TL, NC |  |  | X |  |  |  |  |  |  |  |
| Results and partnerships | Results to be achieved:   * Analyse baselines, identify and fill key gaps in information noted in the PIF to strengthen the project design * Agree a scope for the project, including geographical areas for various activities, based on the conceptual elements outlined in the PIF * Integrate the project with relevant development plans, policies, budgets and complementary projects (particularly EBA projects and SWIOFish3) * Prepare a detailed design of the project activities which are incremental compared to baseline activities * Prepare an implementation plan with consideration of institutional structure & manpower requirements for project implementation, monitoring and knowledge dissemination   Partnerships:   * Describe partnerships to be established that will help achieve the objectives of the project   Stakeholder engagement:   * Define a Stakeholder Engagement and Communications Plan that involves key agencies in the development and implementation of the project strategy to ensure a strong national ownership   Gender and Youth:   * Ensure that gender and youth aspects are fully incorporated into the project strategy (planned and budgeted)   South-South and triangular cooperation   * Determine options | MEECC, partners | TL, NC |  |  | X | X | X | X |  |  |  |  |
| Feasibility | Consider project benefits, costs and risks:   * Summarize the local, national and global biodiversity benefits of the project. * Analyse the barriers to adoption of sustainable and integrated landscape and coastal management approaches * Analyse project risks and mitigation measures * Undertake a cost effectiveness analysis to identify the most effective project alternatives   Social and environmental safeguards:   * Prepare a SESP and modify the project risk table accordingly, including identification of risk mitigation and management measures   Economic and financial analysis:   * Consider requirements for this analysis | MEECC, partners | TL, NC |  |  | X | X | X | X |  |  |  |  |
| Results framework | Finalize the results framework with appropriate objective-level and outcome-level quantitative and qualitative SMART indicators, and end-of-project targets. (Special attention should be paid to the inclusion of socio-economic and gender disaggregated indicators.) | MEECC, partners | TL, NC |  |  | X | X | X | X |  |  |  |  |
| M&E plan | Define a M&E plan: Ensure completeness of the M&E work plan, including clear identification of responsibilities and accountabilities, how to track the project’s progress and effectiveness, the financial and other baselines, and the targets and indicators, as well as an appropriate M&E budget | MEECC, partners | TL, GS |  |  |  |  |  | X | X |  |  |  |
| Governance and management arrangements | * Establish an institutional framework for project partners/co-financiers in the project implementation and to ensure close coordination with co-financed baseline activities * Establish and define a communication mechanism among key stakeholders / partners * Define management arrangements. | MEECC. MLUH | TL, NC |  |  |  |  |  | X | X | X |  |  |
| Financial planning and management | * Identify total budget * Negotiate and confirm relevant multilateral and bilateral co-financing opportunities as originally identified in the PIF but building upon the initially identified co-financing if possible * Completion of all required official endorsement letters and letters of co-financing from project partners | MEECC, PCU | TL, NC |  |  |  |  |  |  | X | X |  |  |
| Sustainability of results | * Define a Sustainability Plan: Analysis of the social, institutional, economic and financial sustainability of the proposed project activities, outline of the principles and guidelines for ensuring the long-term sustainability of project achievements. Also outline an exit strategy, seeking the continuation of key activities/achievements. * Define learning (adaptive management) parameters for incorporation of potential lessons learned and knowledge products. * Define a replication plan to ensure that project interventions are taken forward within wider landscape and coastal planning initiatives (Seychelles Strategic Plan, etc.) | MEECC, PCU | TL, NC |  |  |  |  |  |  | X | X |  |  |
| Legal context | Add standard text | MEECC, PCU | TL |  |  |  |  |  |  |  | X |  |  |
| Total budget and work plan | Prepare a detailed multi-year budget | MEECC, PCU | TL |  |  |  |  |  |  |  | X |  |  |
| GEF Tracking Tools | Complete required GEF tracking tools, including the Financial Sustainability Scorecard, METTs, Capacity Development Scorecard, LD-PMAT | MEECC, partners | NC |  |  |  |  |  | X | X | X |  |  |
| Drafting of the ProDoc | Draft ProDoc and responses to comments (if any) |  | TL |  |  |  |  | X | X | X | X |  |  |
| **Component C: Validation Workshop** | * Conduct a validation workshop at the end of the PPG to present the draft logical framework for the project and the project implementation strategy, and to seek particular stakeholder input into issues and barriers. * Complete (update) Environmental and Social Screening | MEECC, PCU | TL, NC |  |  |  |  |  |  |  | X |  | 11,015 |
| **Delivery of final outputs** | Final ProDoc & CEO Endorsement Request. Four key deliverables will be included in these docs:   * A detailed project strategy, including baseline summary, barrier analysis, incremental cost analysis, cost-effectiveness, and risks * A detailed LFA and agreed log frame * A detailed budget * A detailed monitoring and evaluation plan | MEECC | TL |  |  |  |  |  |  |  | X |  | 4,700 |
| Required UNDP + GEF Project Documents | * Project Document (Prodoc) submitted for UNDP-GEF RTA clearance * CEO Endorsement document prepared in close collaboration with UNDP-GEF RTA - includes response to comments | MEECC | TL |  |  |  |  |  |  |  | X | X |  |
| **Total budget** |  |  |  |  |  |  |  |  |  |  |  |  | 130,000 |

TL = Team Leader (Lead International Expert) (int.) NC = National Coordinator (nat.)

FS = Forestry Specialist (int.) MS = Marine Specialist (nat.)

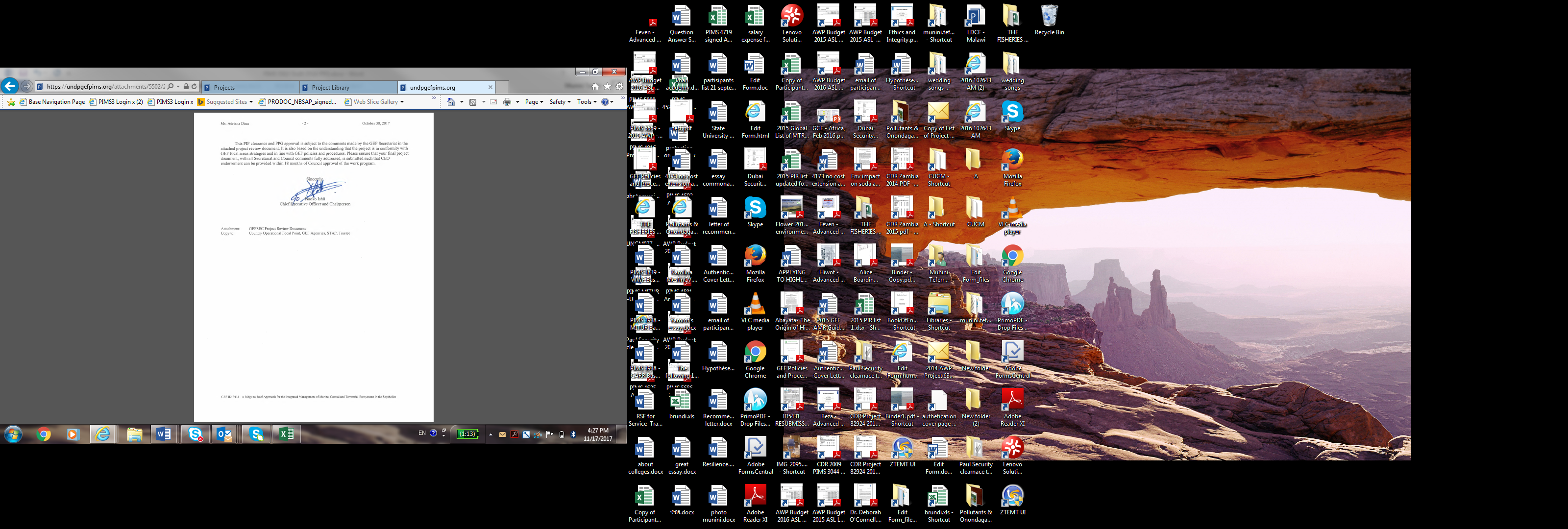
WPS = Water Policy Specialist (nat.) AS = Agronomist / Agroforestry Specialist (nat.)

GS = Gender/Youth Engagement Specialist (nat.) CA = Capacity Assessment Specialist (nat.)

# Mandatory Annexes

## Annex 1: GEF CEO PIF/PPG Approval Letter





## Annex 2: Draft Terms of Reference (TORs) of Consultants Financed by the Project Preparatory Grant (GEF PPG)

The cost per consultancy week and number of weeks provided below are indicative only and may be revised.

**Overview of PPG Consultants**

|  |  |  |
| --- | --- | --- |
| **Consultant category** | **Position / Titles** | **Max duration** |
| **PPG Financed:** | | |
| International Consultant | Team Leader: BD/LD Focal Area ProDoc preparation expert (TL) | 65 days |
| International Consultant | Forestry Specialist (FS) | 30 days |
| National Consultant | National coordinator/ Information Specialist (NC) | 40 days |
| National Consultant | MPA/TPA specialist (MS) | 20 days |
| National Consultant | Capacity assessment specialist (CA) | 10 days |
| **UNDP Financed:** | | |
| National Consultant | Agronomist / Agroforestry Specialist (AS) | 10 days |
| National Consultant | Water and Waste Water Policy Specialist (WPS) | 10 days |
| National Consultant | Gender and Youth Engagement Specialist (GS) | 10 days |

**Description of PPG Consultants**

|  |  |
| --- | --- |
| **Position, Type and Cost** | **Role, Deliverables and Qualifications** |
| **Position:** BD/LDProject Development Specialist (GEF PPG Team Leader)  **Type:** IC  **Cost per person week:** US$3,500  **Number of person weeks needed:** 13 weeks (65 days) | **Role**  The BD/LD Project Development Specialist will be the GEF PPG Team Leader and will be responsible for quality assurance and timely preparation of all reports and documentation, including the finalized UNDP Project Document (ProDoc) and CEO Endorsement Request, with all mandatory and project specific Annexes and supporting documentation. S/he will be responsible for managing all consultants on the GEF PPG Team, and coordinating the Team’s work.  **Deliverables**   1. Management of the GEF PPG Team    1. Define and submit a **detailed methodology and work plan** in consultation with the other consultants with clear delegation of responsibilities for the International Consultants (ICs) and National Consultants (NCs);    2. Ensure that project development is **participatory, gender-responsive and based on extensive stakeholder engagements**; and    3. Verify and ensure that all project components are **technically sound and cost effective**. 2. Preparatory Technical Studies and Reviews (Component A): With inputs from the other national and international consultants, as detailed in their respective TORs:    1. Compile **baseline/situational analysis** for the full-size project (FSP). This will include a precise definition of baseline projects, activities, budgets, goals and co-financial links to GEF outcomes; definition of GEF incremental value per outcome and output; and presentation of results of the incremental cost-analysis in matrices as appropriate;    2. Oversee the **stakeholder analysis and consultations** and ensure that they are complete and comprehensive;    3. Ensure the preparation of the **gender analysis** and ensure its findings are meaningfully integrated into the project’s strategy, theory of change and results framework;    4. Ensure action points, including risk assessments, from the **UNDP Social and Environmental Screening Procedure** (SESP) at the PIF stage (“pre-screening”) are fully implemented during the PPG, and update that screening in an iterative fashion throughout the PPG, as appropriate;    5. Conduct/oversee the **identification of the project sites**, with documentation of selection criteria;    6. Oversee the consultations with partners regarding **financial planning**; and    7. Ensure completion of **any additional studies** that are determined to be needed for the preparation of the ProDoc and all other final outputs. 3. Formulation of the ProDoc, CEO Endorsement Request and Mandatory and Project Specific Annexes (Component B): With inputs from the other national and international consultants, as detailed in their respective TORs, and based on international best practice:    1. Develop, present and articulate the project’s **theory of change**;    2. Develop the **Results Framework** in line with UNDP-GEF policy;    3. Develop a detailed **Monitoring and Evaluation Plan and Budget**;    4. Oversee and ensure the preparation of a **Stakeholder Engagement Plan**;    5. Oversee and ensure the preparation of a **Gender and Youth Action Plan and Budget**;    6. Update the **SESP** based on assessments undertaken during Component A, and ensure the development of **environmental and/or social management plan(s)** for all risks identified as Moderate or High in the SESP;    7. Prepare the required **GEF tracking tool(s)**;    8. Secure and present agreements on **project management arrangements**;    9. Ensure the completion of the **required official endorsement letters**; and    10. Synthesize all analyses, studies, etc. that are prepared under Components A and B to produce **the draft UNDP-GEF ProDoc, GEF CEO Endorsement, and all mandatory and project specific Annexes**, using the required templates.[[5]](#footnote-5) 4. Validation Workshop (Component C):    1. Lead the validation workshop to present, discuss and validate the final draft ProDoc and mandatory and project specific annexes, with a special focus on the SESP and any management plans; and    2. Oversee all necessary revisions that arise during the workshop.    3. Ensure completion of Validation Workshop Report. 5. Final Deliverables:    1. Consolidation of all technical and consultation inputs including from national stakeholders, UNDP, GEF Secretariat, STAP and GEF Council, into a well written and concise UNDP ProDoc with all required sections and Annexes, in line with the standard UNDP-GEF ProDoc template and annotated guidance;    2. Completion of the GEF CEO Endorsement Request;    3. All documentation from GEF PPG (including technical reports, etc.); and    4. Validation Workshop Report.   **Qualifications**   * Master’s degree or higher in a relevant field, such as Environmental or Biological Sciences, International Development * Proven and extensive international experience in environment and natural resources management projects. * Proven past experience in UNDP-GEF project formulation/design, including the drafting of GEF-compliant project documents and endorsement requests. * At least 10 years’ experience designing and/or implementing environment and natural resources management activities in developing countries; direct experience in ridge-to-reef projects or similar projects is desirable * Ability to conduct research and analysis, with strong synthesis skills. * Experience working with international organizations, including UNDP, is preferred but not required. * Previous experience working in Small Island Development States (SIDS) is an advantage. * Regional (Western Indian Ocean) and national (Seychelles) experience is highly desirable. * Fluency in written and spoken English is required. |
| **Position:** Forestry Specialist  **Type:** IC  **Cost per person-week:** US$3,750  **Number of person-weeks needed:** 6 weeks (30 days) | **Role**  The Forestry Specialist will work in close cooperation with the project Agronomist/ Agroforestry Specialist to deliver the below technical studies.  **Deliverables**   * Review of the capacity of the relevant forestry and agroforestry management institutions in Seychelles (within DOE, SNPA and SAA), and the capacity for response to fires (Fire and Rescue service, community fire prevention and fire-fighting groups). * Review of current forestry and agroforestry practices. Pay particular attention to pilot agroforestry interventions funded by FAO and implemented by SAA. * Assessment of the current donor environment for forestry and agroforestry interventions to ensure the activities of the project are synergistic with other planned interventions (e.g. AfDB loan funds). * Assessment of the potential for forest land management, including such issues as extension of KBAs (high biodiversity areas) as protected or sustainable use zones, the relevance and feasibility of the ‘Green Spine’ approach under the Seychelles Strategic Plan, etc. * Proposals for forest management procedures that could be applied under the project to high biodiversity areas and other areas, including IAS control measures. * Proposals for forest rehabilitation measures to be supported under the project, including tree nursery development (with reference to initiatives already underway through e.g. EBA projects). * In collaboration with the Agronomist, proposals for agroforestry measures to be supported under the project that encompass maintenance or enhancement of biodiversity values with addressing land management issues and pollution/sedimentation issues. * In liaison with the Agronomist and with UNDP SGP and other stakeholders, such as EBA projects, identification of the extent to which farmers and farmers’ associations, or other community groups such as watershed management committees, can be engaged in implementing project activities. * Combine the above into a **Forestry baseline study** providing relevant information for incorporation into the Prodoc.   **Qualifications**   * Master’s degree or higher in a relevant field, such as Forestry or Agroforestry * At least 10 years’ international experience in sustainable forest management and agroforestry projects. * Specific experience in institutional capacity assessment of forestry and agroforestry institutions is required * Specific expertise in the context of Small Island Development States (SIDS) is preferred; regional (Western Indian Ocean) and national (Seychelles) experience is highly desirable * Proven past experience in UNDP-GEF project formulation/design is an advantage. * Ability to conduct research and analysis, with strong synthesis skills. * Fluency in written and spoken English is required. |
| **Position:** National Coordinator  **Type:** NC  **Cost per person-week:** US$1,500  **Number of person-weeks needed:** 8 weeks (over 8 months) | **Role**  The National Coordinator will work closely with the GEF PPG Team Leader and will be responsible for coordination and follow-up within Seychelles during the development of the UNDP Project Document (ProDoc) and CEO Endorsement Request. The National Coordinator will support the GEF PPG Team Leader and UNDP in deployment and oversight of the consultant team.  **Deliverables**  1) Coordination:   * Support UNDP in managing the PPG process * Follow-up on other consultant inputs in terms of addressing data gaps and obtaining information from stakeholders * As required, review and comment on reports and other products submitted by other project short-term consultants and partners * Facilitate stakeholder meetings and workshops * Participate in relevant consultation processes. * Take a lead role in liaising with potential co-financing partners and obtaining co-financing letters   2) Information management:   * Introduce the project to potential partners not so far engaged in project development, particularly District Administrations at the target districts * Assess project needs for incorporating interventions to improve national reporting capacity e.g. to Nairobi convention * Liaise with RTA and define needs for knowledge sharing   **Qualifications** University degree or in environment, natural resources management, or a related subject.At least 5 years’ proven experience in environment and natural resources management projects.Past working experience with the key national stakeholders of the project is required, and specific experience in communications and information management is preferred.  * Past experience in UNDP-GEF project formulation/design, or the design and development of projects for other donors, is an advantage.  Ability to conduct research and analysis, with strong synthesis skills.Experience working with international organizations, including UNDP, is preferred but not required.Fluency in written and spoken English is required. |
| **Position:** MPA/TPA specialist  **Type:** NC  **Cost per person-week:** US$1,750  **Number of person-weeks needed:** 4 weeks (20 days) | **Role**  The MPA/TPA Specialist will work in close cooperation with the GEF PPG Team Leader and will be responsible for aspects of project design related to interventions in support of MPAs and in the establishment of TPAs.  **Deliverables**   * Review coral reef impacts and recovery following the HAB incident and coral bleaching incidents in recent years. In particular, review information from post-2016 bleaching event coral reef surveys to locate possible areas of resilient reefs that project interventions should target. * Assess the current status of MPAs, with reference to METTs produced for the GOS-UNDP-GEF PA Finance project and recently-developed Management Plans. * Work with MCSS and other key stakeholders to develop a road map for implementation of TPAs that could be included within the project. * Assist in the definition of baselines and indicators related to the management of land-based impacts on coastal areas and MPAs/TPAs in particular.   **Qualifications** University degree or in marine biology or a related subject.  * At least 5 years’ experience in marine biology research and assessment in Seychelles; specific knowledge of coral reef biology and assessment is an advantage * Specific experience in MPA design and management is required * Knowledge of the approaches used in establishing Temporal Protected Areas, preferably in a marine setting, is an advantage * Past experience in UNDP-GEF project formulation/design is an advantage. * Ability to conduct research and analysis, with strong synthesis skills.  Fluency in written and spoken English is required. |
| **Position:** Capacity Assessment specialist  **Type:** NC  **Cost per person-week:** US$1,750  **Number of person-weeks needed:** 2 weeks (10 days) | **Role**  The Capacity Assessment Specialist will work in close cooperation with the GEF PPG Team Leader and will be responsible for extending and up-dating of the partners and institutional capacity assessment undertaken during the NPFE stage to establish baselines for the project capacity assessment scorecard.  **Deliverables**   * Conduct a stakeholder capacity analysis using the (modified) UNDP format. This sheet must be completed for each targeted organization and will require an individual meeting with representatives of each organization. * Review any background documentation provided by either the targeted institution or PCU/MEECC that might help in making the assessment. * Provide a summary comment at the end of the assessment of each individual organization noting in particular commitment and cooperation of that organization to project implementation. * Compile the results of the individual assessments into a summary report, to which the individual assessments must be attached as annexes.   **Qualifications**   * At least MSc level in any relevant natural science or business management subject * At least 5 years’ management/consultancy experience in Seychelles, with demonstrable expertise in national environmental issues and reporting * Specific knowledge and experience of the GEF program in Seychelles is an advantage * Prior experience in the development of national level reports in Seychelles * Excellent communication and facilitation skill * Excellent analytical and reporting skills * Fluent written and oral communication in English; knowledge of Creole an advantage |
| **Position:** Agronomist / Agroforestry Specialist  **Type:** NC  **Cost per person-week:** US$1,500  **Number of person-weeks needed:** 2 weeks (10 days) | **Role**  The Agronomist/Agroforestry Specialist will work in close cooperation with the GEF PPG Team Leader in delivery of the below technical studies.  **Deliverables**   * Assess the potential for improving sustainable land management practices in areas surrounding high biodiversity forests. * Analyse previous interventions through e.g. the FAO-financed agroforestry project and the application of lessons learned. * Assess the capacity of farmers and farmers’ associations in target areas to participate in the project and capacity building measures to be applied by the project. * Look critically at current practices as they impact on the flow of nutrients, pollution and sedimentation into downstream coastal and marine ecosystems and determine how remedial measures could be applied that improve incomes and food security. * Assess the potential role of the UNDP SGP as a sub-contractor in managing relationships and implementing activities with farmers and farmers’ associations.   **Qualifications**   * University degree in agricultural sciences or a related subject * At least 5 years’ consultancy experience in Seychelles, with demonstrable expertise in national environmental issues, particularly in relation to agriculture and food security * Specific knowledge and experience of the GEF program in Seychelles is an advantage * Excellent communication and facilitation skill * Excellent analytical and reporting skills * Fluent written and oral communication in English; fluency in Creole is required |
| **Position:** Water and Waste Water Policy Specialist  **Type:** NC  **Cost per person-week:** US$1,750  **Number of person-weeks needed:** 2 weeks (10 days) | **Role**  The Water and Waste Water Policy Specialist will work in close cooperation with the GEF PPG Team Leader in delivery of the below technical studies.  **Deliverables**   * Review the policy environment that promotes the effective management of water and waste water in Seychelles (with particular reference to the Water Policy 2017). * Assess the current water and waste water monitoring structures and the data available concerning chemical composition, sedimentation rates, water flow rates, etc., that could be developed into project baselines. * In consultation with Agronomy and Forestry experts assist in defining the types of interventions to be applied to the project to address water and waste water issues, and how they should be monitored.   **Qualifications**   * University degree in environmental sciences or a related subject * At least 5 years’ consultancy experience in Seychelles, with demonstrable expertise in national environmental issues, particularly in relation to water resources * Specific knowledge of the natural resources policy environment is required * Specific knowledge and experience of the GEF program in Seychelles is an advantage * Excellent communication and facilitation skill * Excellent analytical and reporting skills * Fluent written and oral communication in English; fluency in Creole is required |
| **Position:** Gender and Youth Engagement Specialist  **Type:** NC  **Cost per person-week:** US$1,750  **Number of person-weeks needed:** 2 weeks (10 days) | **Role**  The Gender and Youth Engagement Specialist will ensure gender mainstreaming and (given that gender issues are not prevalent in Seychelles) the engagement of the youth in project activities (youth issues being more of a concern in national development).  **Deliverables**   1. Preparatory Technical Studies and Reviews (Component A)  * Conduct the required analyses/studies for gender mainstreaming and youth engagement as agreed with the PPG Team Leader, including development of a gender and youth action plan.  1. Formulation of the ProDoc and CEO Endorsement Request (Component B):  * Review all project interventions to ensure equal and equitable benefits to men, women and youth. * Review project indicators and introduce gender segregated indicators as needed. * Suggest modification or new activities within the project approach that could increase gender equity.   **Qualifications**   * University degree in social or environmental sciences or a related subject * At least 5 years’ consultancy experience in Seychelles, with demonstrable expertise in gender and youth issues * Previous experience in preparing gender and youth engagement plans is an advantage * Specific knowledge and experience of the GEF program in Seychelles is an advantage * Excellent communication and facilitation skill * Excellent analytical and reporting skills * Fluent written and oral communication in English; fluency in Creole is required |

1. [↑](#footnote-ref-1)
2. STAP commented in general on the need for attention to capacity building to ensure the uptake of R2R thinking across sectors. [↑](#footnote-ref-2)
3. STAP commented on the importance of community-driven groups as key to the sustainability of SLM/SFM practices. The uptake of the community management model developed by the UNDP-AF project into the Water Policy 2017, and provision of a legal mandate for the committees under the Water Bill 2017, is evidence of the perceived effectiveness of this approach at the local level and its recognition by Government. [↑](#footnote-ref-3)
4. STAP commented on the need to create strong stakeholder communications and outreach within the project design, and also that the risks table needs to clearly indicate any risks of poor or low engagement by local communities. There are clear lessons from EBA projects in particular that may be applied in the current project regarding community engagement, including developing e.g. watershed committees to lead project interventions. This model, introduced by a UNDP-AF project, has worked well and has now been taken up into legislation‒the Water Bill 2017‒to give a legal mandate to such community-led initiatives. [↑](#footnote-ref-4)
5. Please verify with the UNDP-GEF team that the correct templates are being used. [↑](#footnote-ref-5)