



# Initiation Plan / GEF PPG

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**Project Title:** Conservation and Sustainable Management of High-Value Arid Ecosystems in the Lower Amu Darya Basin

**Country:** Tajikistan

**UNDAF and UNDP Country Programme Outcome 6:** People in Tajikistan are more resilient to natural and human-disasters benefiting from improved policy and operational frameworks for environmental protection and sustainable management of natural resources

**UNDP Country Programme Output 6.1:** Effective legislative, policy and institutional frameworks in place for conservation, sustainable use, access and benefit sharing of natural resources management, biodiversity, ecosystems

**UNDP Country Programme Output Indicator 6.1.1:** Institutionalized coordinated environmental information management and monitoring system in place

**UNDP Country Programme Output Indicator 6.1.2:** Integrated land use planning and sustainable forest management applied across Protected Areas system

**Gender Marker rating:** GEN2

**SESP Pre-Screening Categorization:** Moderate

Initiation Plan Start Date: 8 July 2020

Initiation Plan End Date: 7 July 2021

ATLAS Award ID: 000123811	<b>Total budget:</b>	<b>US\$ 110,000</b>
ATLAS Project/Output ID: 00118965	Allocated resources:	
PIMS number: 6453	• GEF	US\$ 100,000
Management Arrangement: DIM	• UNDP	US\$ 10,000

AGREED BY

Mr. Christophoros Politis  
Deputy Resident Representative  
UNDP Country Office in Tajikistan

Signature

Date

04.07.2020  
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## I. BRIEF DESCRIPTION OF THE INITIATION PLAN/GEF PPG

### **Objective & Final Outputs**

This PPG Initiation Plan describes the way the project preparation grant of US\$100,000 from the GEF will be utilized to develop a full project document for the Project “Conservation and Sustainable Management of High-Value Arid Ecosystems in the Lower Amu Darya Basin”, with relevant supporting documentation for submission to the GEF for CEO endorsement.

The project objective is to secure high value arid ecosystem biodiversity and associated ecosystem services, while ensuring resilient and sustainable livelihoods in Tajikistan’s lower Amu Darya landscape. The project’s strategy leverages upon Key Biodiversity Areas within the wider landscape as the focal dimensions for integrated sustainable land use management, with biodiversity benefits from mainstreaming; whereby nationally protected areas are supported as key mechanisms for conserving the most critical ecosystems. The project strategy supports generation of knowledge and advocacy work about biodiversity distribution and dynamic carrying capacity of lands for livestock and crop production. In addition, the project strategy aims to develop the necessary capacities for implementing an integrated land use approach that provides safe havens for biodiversity, while supporting sustainable livelihoods.

The Component 1 focuses on addressing integrated sustainable management of biodiversity and land resources in the wider production landscape in and around high value arid ecosystems. Enhancing the sustainability of various forms of agricultural production is suggested as the mainstreaming strategy for addressing large-scale land degradation. The project seeks for an integrated approach through spatial planning to determine optimum land use for different soil types, ecosystems, and climatic conditions. The first component of the project supports resource managers and resource users to identify potential conflicting and unsustainable land uses, and to plan and implement sustainable approaches, including restoration of already degraded lands.

Component 2 focuses on ensuring that the protected areas in the wider landscape function in a way to conserve biodiversity and serve as a source of genetic diversity for ecosystems beyond their boundaries. There are 7 existing legally recognized protected areas (SPNAs) in the scope of the project, covering approximately 157,671 ha of land in total. The project will analyze the integration of SPNAs in the wider landscape, and in relation to their key biodiversity area coverage, considering the presence and recognition by resource users of the SPNAs and their buffer zones. The project will ensure that SPNAs are recognized not just legally, but in reality, in land management on the ground. In circumstances where certain types of land use, such as grazing, may be allowed within SPNAs or within adjacent high value ecosystems, the project will assist local resource users to develop land use approaches drawing on global best practices in order to avoid negative impacts on biodiversity. The project will address illegal cutting of trees for fuelwood through multiple possible activities, such as providing alternative fuel sources (e.g. designated fuelwood lots, using fast-growing trees of relatively lower conservation value, using other potential biomass-based fuel sources, leveraging additional public or other investments in solar or natural gas), and increasing fuel-use efficiency (e.g. energy efficient stoves, etc.). The project will discourage encroachment and illegal cutting in and around SPNAs through modified land use management regimes in SPNA buffer zones and corridors, and improved monitoring and enforcement of SPNA boundaries. All approaches will be supported and supplemented through community-outreach and education and awareness building activities under Component 3. The project will support strengthening the management effectiveness of the SPNAs through individual capacity development for the SPNA staff, and

the provision of critical management infrastructure and equipment. In addition to the existing legally recognized large-scale SPNAs, the project will test the approach of using legally recognized Plant Micro Reserves to effectively conserve highly endangered tree, shrub, and flowering plant species through community-based management. The project will work with local communities to identify and establish legally recognized “micro reserves” (1-100+ ha) that can effectively conserve these species without the cumbersome process of establishing large-scale protected areas that restrict land use across large areas.

Component 3 of the project is aimed at ensuring effective and efficient knowledge management, as well as strong project implementation through partnerships, coordination, and M&E. This component tackles the issues of poor awareness and understanding about dryland biodiversity, the documentation and awareness of Key Biodiversity Areas within the wider landscape, and the potential value of well-integrated and well-managed SPNAs in conserving these areas. In addition, this component will support knowledge management through capacity development for LDN monitoring.

The following information is to be consulted as background for the GEF PPG phase:

- GEF Council approved PIF;
- SESP pre-screening (of PIF);
- Comments from GEF Secretariat, Council, STAP;
- [Annotated UNDP-GEF Project Document Template](#) and associated guidance included therein
- UNDP policies and procedures;
- UNDP-GEF guidance notes on GEF project development (which will be provided by the RTA) and
- GEF policies, in particular GEF policies on: Project Cancellation; Fee Policy for GEF Partner Agencies; Project and Program Cycle; and Minimum Fiduciary Standards for GEF Partner Agency (in particular sections dealing with the required separation of oversight and execution support services). All GEF policies are available [here](#).

The final outputs of the GEF PPG are:

1. UNDP-GEF Project Document (ProDoc), using the latest standard template;
2. Mandatory annexes to the ProDoc listed in the Annotated UNDP-GEF Project Document Template;
3. GEF CEO Endorsement Request and all its mandatory annexes; and
4. Validation Workshop report (becomes mandatory once and if the moderate/high SESP risk rating is confirmed for the FSP).

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**

<b>Milestone</b>	<b>Date</b>	<b>Notes</b>
<b>Internal submission date</b> for UNDP-GEF review and clearance	<i>30 April 2021</i>	Within 10 months of PIF approval by GEF Council. Date to be confirmed with RTA during PPG. Date for RTA clearance will be prior to this date and needs to be confirmed with the RTA.
<b>First GEF Submission Deadline</b> for CEO Endorsement	<i>30 June 2021</i>	First submission must be within 12 months of PIF approval by GEF Council. Failure to submit a ProDoc and CEO ER to the GEF Sec by this date will lead to the automatic cancellation of the project by the GEF Sec.
<b>CEO Endorsement Deadline</b> after which the	<i>31 December 2021</i>	Endorsement must be within 18 months of PIF approval for FSPs and 12 months for MSPs. If the

project will be cancelled if not endorsed		project has not been CEO endorsed by this date, then it will be automatically cancelled by the GEF Sec.
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### **Management Arrangements**

The UNDP Tajikistan Country Office will lead the project development process and manage the GEF PPG budget in full consultation with the UNDP-GEF Regional Technical Advisor. The GEF PPG Atlas budget is presented in *Section IV: Total Budget and Work Plan*.

The GEF PPG team will be guided by a Working Group consisting of the UNDP-GEF RTA, UNDP CO Team Leader on Disaster Risk Reduction, Resilience and Environmental Sustainability, and responsible personnel within the National Biodiversity and Biosafety Center. The Working Group will be responsible for ensuring that the deliverables outlined in this GEF PPG are completed on time and in line with UNDP and GEF requirements, and respond to country programme priorities and stakeholder expectations from the PPG process.

The GEF PPG team will be composed of the following:

1. International GEF Project Development Specialist (GEF PPG Team Leader)
2. Lead National Expert for PPG coordination and stakeholder engagement
3. National Dryland HCVF Specialist
4. National Pasture Management and Restoration Specialist
5. National Biodiversity, Protected Area Management & Planning Specialist
6. National Communication and Knowledge Management Expert
7. District Land Use Planning, Sustainable Livelihoods and Community Engagement Experts (3)
8. National Gender Specialist
9. National Mapping & GIS Specialist

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

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## **II. 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](#) (SES), the [SES Guidance Note of Stakeholder Engagement](#), the GEF’s [Guidelines on the Implementation of the Policy on Stakeholder Engagement and the GEF Policy on Gender Equality](#), 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) and those who may be impacted (positively or negatively) by the project. Stakeholder Engagement and analysis must be conducted in an inclusive and gender-responsive manner, so that the rights of women and men and the different structural barriers, knowledge, needs, roles and interests of women and men are recognized and addressed. A list of these stakeholders will be prepared and included in Annex to the project document.

Careful and complete documentation of stakeholder engagement is vital. Detailed evidence of all consultations will be prepared and submitted to UNDP. A list of the consulted stakeholders and details of the associated meetings will be included in Annex to the project document, in addition to the Stakeholder Engagement Plan (see section B-d below).

If the fully designed project has an overall Social and Environment Screening Procedure (SESP) categorization of moderate or high, then 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 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 draft management plans, and other relevant information/documents, will be made available to the public on the UNDP Country Office website or [open.undp.org](http://open.undp.org). 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.

See the [SES Supplemental Guidance on Disclosure](#) for more information.

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### III. 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).

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

Targeted research and data collection should produce the background information required to prepare the ProDoc (including its Annexes) and CEO Endorsement Request, including but not limited to:

- Development challenge and strategy (including threats, problems and barrier assessment);
- Review of national policy and legislative frameworks;
- Problem and solution trees developed in consultation with project stakeholders, for a robust Theory of Change, (to be prepared in **Component B**, see below); Results Framework and solid M&E plan;
- Review of relevant past and ongoing related projects for lessons including [project evaluations](#);
- Overview of existing lessons learned and best practices to further inform the project;
- Any other analyses required to address all comments on the PIF received from GEF Secretariat, GEF Council members and STAP.

The desktop studies supporting project strategy development for various project components are present in the respective consultancy ToRs (Annex 2) and mentioned in the section “h” below.

##### b. Gender Analysis

Key gender considerations relevant for the project are presented in the project PIF. A gender analysis will be prepared to fully consider the different needs, roles, benefits, impacts, risks, differential access to and control over resources of women and men (including considerations of intersecting categories of identity such as age, social status, ethnicity, marital status, etc.) and to identify appropriate measures to address these and promote gender equality and women’s empowerment. The analysis will form the basis of a Gender Action Plan and Budget to guide gender mainstreaming during project implementation. The Gender Analysis, and the Gender Action Plan and Budget must be developed in accordance with the respective [guidance](#) and attached as Annexes to the Project Document.

During the project preparation phase, gender specialist will be part of the project team who will undertake gender analysis and develop gender action plan to ensure that project interventions are gender responsive and improve the gender equality and women's empowerment. The project will ensure close consultations with local communities in the target geographies to identify gender mainstreaming opportunities in the project design strategy.

**c. Social and Environmental Standards: Screening and 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 Moderate and highlighted potential safeguard risks to be further assessed during the PPG phase.

The required targeted assessment(s) of the risks related to Gender Equality and Women's Empowerment, and stakeholder engagement will be undertaken. The assessments will identify ways to avoid negative environmental and social impacts where possible and if risk avoidance is not possible, then mitigation and management measures must be identified. These will be reflected in the required Gender Mainstreaming Plan and comprehensive Stakeholder Engagement Plan.

Per the SESP pre-screening, a range of other potential moderate risks were identified triggering potentially all SESP principles and standards. Based on the pre-screening, these are considered possible to manage through the design of the project and do not require additional management plans beyond those identified above. These potential risks will be assessed further during the PPG phase. The PIF pre-SESP will be reviewed during the PPG phase. The national PPG team will facilitate dialogue with target communities, identify areas where their rights might be threatened, ensure respect for the existing legislation related to socio-cultural rights. In case some of the required assessments cannot be undertaken or finalized during the PPG, they must be completed during the first phase of project implementation.

**d. Identification of project sites**

Based on the above reviews, and through consultation with stakeholders, the targeted project demonstration sites will be identified and detailed, ensuring that geo-referencing is clearly presented for all targeted project areas and surrounding landscapes. This should include providing geographic coordinates, maps and shapefiles for inclusion in the ProDoc.

The project is focusing within and around the Key Biodiversity Areas embedded in the Tajikistan's lower Amu Darya landscape.

The PPG phase will develop a set of feasibility criteria for the selection of priority districts (tentatively 3) where the project will target biodiversity mainstreaming in land use planning. There are 12 districts that include portions of designated KBA areas (out of the approximately 24 districts in Khatlon province, which encompasses the lower Amu Darya landscape). During the PPG phase the exact number and specific districts to be involved in this activity will be confirmed.

Within the wider landscape, the project Output 1.2 will specifically addresses dryland forest ecosystems as HCVF, and promote steps for their sustainable management. The project will integrate sustainable management measures in the management plans for 2-3 forestry units; the PPG phase is to confirm the number and specific units for the direct project support and impact.

For the future project Output 1.3 the PPG phase is to confirm 2-4 priority pasture zones (covering ~70,000 ha) where the project will support the development and target implementation of pasture management plans. The pilots for restoration of the degraded pastureland will be selected.

The PPG feasibility assessment will confirm the 7 existing legally recognized protected areas as the scope for the project intervention aimed at strengthening PA management capacity within the Component 2. In addition to the existing 7 legally recognized large-scale SPNAs, the project will test the approach of using legally recognized Plant Micro Reserves to effectively conserve highly endangered tree, shrub, and flowering plant species through community-based management. The project will work with local communities to identify and establish legally recognized “micro reserves” (1-100+ ha) that can effectively conserve these species without the cumbersome process of establishing large-scale protected areas that restrict land use across large areas.

**e. Financial planning, co-financing and investment mobilized**

Co-financing and investment mobilized – as defined in the GEF Policy and Guidelines on co-financing - will be confirmed, and additional sources identified through 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. The GEF is seeking high co-financing/investment mobilized to GEF grant ratios with a preference for grants, loans and other public investments over in-kind co-financing. The GEF also expects the Government to significantly support the costs associated with project execution (i.e. PMC).

**f. Stakeholder analysis**

Building on the initial identification of stakeholders in the PIF, an appropriately scaled analysis of project stakeholders will be undertaken. This stakeholder analysis will provide the foundation for development of the project’s comprehensive Stakeholder Engagement Plan and will facilitate prioritization of engagement activities with particular stakeholder groups and individuals. See the [UNDP SES Guidance Note on Stakeholder Engagement](#).

**g. Project implementation and execution modality design and appraisal**

The design of the project will comply with the UNDP’s Program and Operations Policy and Procedures (POPP), Financial Regulations, and Programme and Project Management and Quality Standards, and UNDP-GEF guidance (which will be provided by the RTA). A full assessment of the most appropriate project implementation and management arrangements will be carried out in full consultation with the RTA, UNDP Country Office, Resident Representative (or their Deputy), the relevant government coordinating agency, and the GEF OFP.

Where possible and feasible, UNDP should not have a role in project execution as project execution is the primary responsibility of the selected Implementing Partner (see UNDP-GEF Guidance Note for further information). Therefore, an assessment and the selection of the most appropriate Implementing Partner and/or third parties (Responsible Parties) with full capacity to execute the project must be carried out.

Project management arrangements need to be discussed and agreed early in the PPG phase. During the first two months of the PPG phase:



- For all potential Implementing Partners, carry out capacity assessments to assess their capacity to implement the project and assess all related risks. This must include Harmonized Approach to Cash Transfers (HACT) and Partner Capacity Assessment Tool (PCAT) assessments.
- Discuss the level of co-financing the Government and Implementing Partner are able to commit to this project. As per GEF Policy, the GEF is seeking high co-financing to GEF grant ratios and expects the Government to significantly support the costs associated with project execution (i.e. PMC) for this project.
- Based on these assessments, select and confirm the Implementing Partner for the project in consultations with all relevant stakeholders. The selected Implementing Partner must express willingness to serve as the Implementing Partner for the Project and the concerned government must agree to use the selected Implementing Partner for the Project. (Please see [UNDP's Policy on Selecting Implementing Partners](#)).
- If the Implementing Partner does not have full capacity to execute the project, and execution support is likely to be needed, discuss with the UNDP Resident Representative whether the choice of Implementing Partner is the correct choice. If not, select another Implementing Partner, if possible.  
If that is not an option, explore alternative options for the provision of execution support via Responsible Parties ([see UNDP Policy on Selecting Responsible Parties](#)). Discuss with the Implementing Partner the role of the responsible parties in project execution, and the execution support these parties could provide.

UNDP can only provide execution support to the Implementing Partner if the associated costs are covered by non-GEF resources. This support should be confirmed in a separate arrangement between the UNDP CO and the Government and should not be referenced in the UNDP-GEF project document or other documentation that requires GEF approval. This separate arrangement should be confirmed and included in the final UNDP-GEF project document to be signed by UNDP and the Implementing Partner.

Following the guidelines above, the UNDP Tajikistan CO will carry out the required capacity assessments for the proposed NIM Implementing Partner, the National Biodiversity and Biosafety Center of Tajikistan. The UNDP Tajikistan Country Office will ensure that proper review of project implementation capacity has been completed for the selected implementation partner, which entails a mandatory UNDP capacity assessment of the proposed NIM Implementing Partner, using the Partner Capacity Assessment Tool (PCAT), as well as the micro-capacity assessment for Harmonized Approach to Cash Transfers (HACT) of the chosen Implementing Partner in relation to the particular project. So far, according to the previous assessments and the partnership record, the standard HACT modalities are either non-applicable due to the institutional specifics of the governmental authorities, or only partially respond to the required level of capacity, risk and adherence to international fiduciary standards, financial rules and procedures. With this, several options, first of all a Responsible Party model will be considered during the PPG process, in order to outsource some of the execution functions to a third party; the cost-effectiveness of the outsource option(s) will be analyzed.

#### **h. Other required studies**

The national and district-level experts will update the land use data for justification of the baseline and target indicator values for the project.

High resolution land use maps for the 7 targeted legally recognized Protected Areas including buffer zones, and the surrounding land use will be developed as one of the key PPG products.

For the project Component 1, the PPG baseline studies will include necessary assessments in order to analyze dryland forest ecosystems status, threats and barriers in conservation and sustainable use of arid HCVF necessary assessments in order to analyze dryland forest ecosystems status, threats and barriers in conservation and sustainable use of arid HCVF. As assessment of the ecological status of pasture zones within the KBAs targeted by the project will be offered to support the project strategy under Output 1.3.

For the Component 2, the following baseline studies and assessments will be completed at the PPG phase:

- the baseline description of the legally established protected areas targeted by the project, including the status, land use, analysis of key threats, conflicting landuse issues and areas, barriers and proposed solutions;
- a capacity needs assessment of the staff and Management of the targeted PAs in order to identify the priority areas for key investments;

A concept for establishment and management of legally recognized Plant Micro Reserves (PMRs) in Tajikistan will be developed.

The data collection and studies performed will serve the basis for development of the detailed Theory of Change.

The PPG team will be responsible for the development of detailed content for the three outcomes of the proposed project, and will consult with the national experts and stakeholders for the identification, design and consensus on project activities. 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.

### **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**, the UNDP-GEF Project Document will be developed, and the GEF CEO Endorsement Request will be prepared. See additional guidance notes below.

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:

#### **a. Stakeholder Engagement Plan:**

Based on the consultations undertaken during the PPG phase, a comprehensive Stakeholder Engagement Plan will be developed, based on the available [guidance](#) and a standard [outline](#).

The purpose of the Stakeholder Engagement Plan for the project is to ensure long-term sustainability of the project achievements, based on transparency and the effective participation of the key stakeholders. The objectives include the following: (a) to identify the main stakeholders of the project and their basic

roles and responsibilities in relation to the project; and (b) to take advantage of the experience and skills of the main stakeholders, safeguard their active participation in different activities, reduce obstacles in project implementation, and sustain gains after project completion. The approach is based on the principles of fairness and transparency in selection of stakeholders, ensuring consultation, engagement and empowerment of relevant stakeholders. This is to ensure: (i) better coordination between them from planning to monitoring and assessment of project interventions; (ii) access of information and results to relevant persons; (iii) accountability of stakeholders; (iv) implementation of grievance and redress mechanism; and (v) sustainability of project interventions after its completion.

Mechanisms and strategies for stakeholder involvement will ensure that relevant shareholders: (i) receive and share information, (ii) provide inputs in the planning, design, implementation, monitoring and evaluation of project initiatives, and (iii) play a role in sustaining the initiatives during and after the closure of the project. A Comprehensive Stakeholder Engagement plan will ensure: (a) stakeholders' involvement in project planning, implementation and monitoring; (b) stakeholders engagement in social and environmental screening and risk monitoring; (c) free, fair and transparent methods of information sharing; (d) implementation of gender mainstreaming strategy and action plan; (e) measures to empower stakeholders and potential project beneficiaries; and (f) disclosure and accessibility of information.

The comprehensive Stakeholder Engagement Plan will be closely connected with the moderate and high-risk areas identified by the SESP. For those areas, the stakeholder engagement plan will not only include information disclosure and other standard mechanisms mentioned above, but will also include iterative consultations, development of mitigation and management plans, participatory monitoring and evaluation. The plan will also outline a reasonable budget for stakeholder engagement activities, including potential support for groups to facilitate their participation where necessary.

The comprehensive Stakeholder Engagement Plan will include setting up of a project-level grievance redress mechanism (GRM) that would address project affected persons' (PAP) grievances, complaints, and suggestions, according to the UNDP [guidance on GRM](#) and [sample TOR](#) modified for the particular project SESP areas.

See also the [UNDP SES guidance on Stakeholder Engagement](#), the [standard SEP template](#), and the [GEF guidelines on stakeholder engagement](#).

#### **b. Gender Action Plan and Budget**

The Gender Analysis conducted in **Component A**, along with relevant findings from the stakeholder analysis and background studies, will form the basis of a Gender Action Plan to guide gender mainstreaming during project implementation. The Gender Action Plan must include indicators, targets, timeframe, responsible party and budget which are linked to the project's components/outputs, outcomes and activities. As part of the work of preparing the Gender Action Plan, indicators should be proposed for inclusion in the Results Framework to facilitate the monitoring of the proposed gender mainstreaming actions.

See guidance available [here](#).

**c. Social and Environmental Standards: Screening and Management Measures**

In line with the assessments conducted during **Component A** (above) and [UNDP's Social and Environmental Standards \(SES\) policy and all associated SES Guidance Notes](#), the SESP will be updated and all risks identified in the SESP will be reflected in the risk table and risk section of the ProDoc.

Based on the required targeted assessment(s), the relevant stand-alone management plan(s) will be prepared: A Gender Mainstreaming Plan and a Comprehensive Stakeholder Engagement Plan (as outlined above). The PPG will determine if a Livelihood Action Plan is required (screened as TBC during SESP pre-screening). Per the pre-SESP, all other risks can be managed through the design of the project.

See the [SES Guidance Note on Assessment and Management](#) for further guidance. Please contact UNDP for additional information as needed.

**d. GEF Core Indicators**

The CEO endorsement-stage data for the relevant Core Indicators and sub-indicators will be prepared. The completed Core Indicators worksheet—with both the original PIF-stage data and the CEO endorsement-stage data—will be annexed to the ProDoc. Indicators from the GEF Core Indicators and Tracking Tools (if required) can be included in the Results Framework as appropriate. See the [GEF's website](#) for the most up-to-date templates as these may change.

As part of the GEF Core Indicators requirement, the required METTs will be prepared in the GEF-7 Excel template; the relevant details will be included in the Core Indicators template; and the final Excel METT file will be submitted to UNDP (not be annexed to the ProDoc).

The Core Indicators will be used in the project's Results Framework, at the Objective level, where appropriate. See the GEF policy and guidance.

**e. Completion of the required official endorsement letters**

These letters 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 co-financing and/or investment mobilized to the project.

Updated GEF OFP endorsements letters are required if the requested GEF grant amount has changed since PIF/PFD approval.

**f. Mandatory Annexes**

In addition to the documents listed above, the following Annexes should be prepared by the GEF PPG team:

- Project maps
- Multi Year Work Plan
- Monitoring Plan
- UNDP Risk Log
- Overview of Technical Consultancies
- GEF 7 Taxonomy
- Initial Project Team Procurement Plan and TORs for key Project Team staff
- List of people consulted during project development.

Upon a request from the UNDP Regional Technical Adviser during the PPG implementation, the PPG team may be required to prepare additional annexes.

**g. Project Management Arrangements**

Based on the stakeholder analysis and consultations undertaken in Component A above, agreement(s) on project management and governance arrangements—including roles, responsibilities and accountabilities of lead and partner Agencies—will be secured early in the project development phase and will be fully detailed in the ProDoc. Standard text from the governance and management arrangement from the GEF-7 template should not be removed. All PIFs approved as of 1 March 2019 are subject to the new GEF cancellation policy. This means that consultation with GEF SEC on execution support must be agreed to during the 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 if possible. A validation workshop report will be prepared for projects with an overall safeguards risk rating of moderate or high.

#### IV. TOTAL BUDGET AND WORK PLAN FOR GEF PPG

<b>Atlas Award ID:</b>	000123811
<b>Atlas Project/Output ID:</b>	00118965
<b>Award Title:</b>	Conservation and Sustainable Management of High-Value Arid Ecosystems in the Lower Amu Darya Basin (PPG)
<b>Project ID</b>	10439
<b>Business Unit:</b>	TJK10
<b>Project Title:</b>	UNDP-GEF PPG “Conservation and Sustainable Management of High-Value Arid Ecosystems in the Lower Amu Darya Basin”
<b>PIMS number:</b>	6463
<b>Implementing Partner:</b>	UNDP Tajikistan

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 prepare the UNDP-GEF project document “Conservation and Sustainable Management of High-Value Arid Ecosystems in the Lower Amu Darya Basin”	UNDP	62000	GEF TRUSTEE	71200	International Consultants	48,000	A
				71300	Local Consultants	36,200	B
				71600	Travel	11,000	C
				72100	Contractual services-companies	2,500	D
				72400	Communic & Audio Visual Equip	700	E
				72500	Supplies	400	F
				74200	Audio Visual&Print Prod Costs	6,000	G
				74500	Miscellaneous Expenses	200	H
				75700	Training, Workshops and Confer	5,000	I
<b>PROJECT TOTAL</b>						<b>110,000</b>	

Budget Note	Items	Total estimated person weeks	Budget US\$	Budget Note
A	International Project Development Specialist / PPG Team Leader	16	48,000	Please see Annex 2 for key responsibilities and qualifications.
B1	Lead National Expert for PPG coordination and stakeholder engagement	15	7,500	
B2	Dryland HCVF Specialist	6	3,000	
B3	Pasture Management and Restoration Specialist	6	3,000	
B4	Biodiversity, PA Management & Planning Specialist	6	3,000	
B5	Protected Area Planning and Management Specialist	6	3,000	
B6	Communication & Knowledge Management Expert	4	2,000	
B7	District Landuse Planning, Sustainable Livelihoods and Community Engagement Experts (3)	9 (in total; 3 weeks per consultant)	12,700	
B8	Gender Specialist	4	2,000	
B9	Mapping & GIS Specialist	6	3,000	
C	Travel	-	11,000	National and International consultants' travel for stakeholder consultations and validation workshop
D	Contractual services-companies	-	2,500	HACT micro-assessment by a qualified third-party service provider
E	Connectivity costs	-	700	Postage, landline charges etc
F	Supplies	-	400	Paper and printing cartridges, other office supplies
G	Translation costs	-	6,000	Interpretation from and into English/Tajik at the meetings; translation of expert inputs into English; translation of the project documents and its key sections into Tajik for the national stakeholders
H	Miscellaneous	-	200	Bank charges
I	Training, Workshops	-	5,000	Stakeholder consultations, Validation Workshop

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**V. 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)

Position, Type and Cost	Role, Deliverables and Qualifications
<p><b>Consultant 1:</b> International Project Development Specialist (GEF PPG Team Leader)</p> <p><b>Type:</b> IC</p> <p><b>Cost per person week:</b> US\$3,000</p> <p><b>Number of person weeks needed:</b> 16</p>	<p><b>Role</b></p> <p>The International 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.</p> <p><b>Responsibilities and Deliverables:</b> the list below outlines key responsibilities and deliverables of this contract. The PPG Initiation Plan for this project provides further and more detailed guidance regarding the responsibilities of the prospective PPG team and must be consulted accordingly.</p> <ol style="list-style-type: none"> <li>1) <u>Preparatory Technical Studies and Reviews (Component A)</u>: With inputs from the national consultants, as detailed in their respective TORs:               <ol style="list-style-type: none"> <li>a. Compile <b>baseline/situational analysis</b> 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;</li> <li>b. Oversee the stakeholder analysis and consultations and ensure that they are complete and comprehensive;</li> <li>c. Ensure the gender findings are meaningfully integrated into the project’s strategy, theory of change and results framework;</li> <li>d. Ensure action points, including risk assessments, from the <b>UNDP Social and Environmental Screening Procedure (SESP)</b> at the PIF stage (“pre-screening”) are fully implemented during the PPG, and update that screening in an iterative process throughout the PPG, and as appropriate;</li> <li>e. Oversee the <b>identification of the project sites</b>, with documentation of selection criteria, as applicable;</li> <li>f. Ensure the design of appropriate project <b>knowledge management</b> activities, ensuring appropriate linkages to existing mechanisms and knowledge sharing in project landscapes;</li> <li>g. Oversee the preparation of partner capacity assessments and discussions on <b>management arrangements</b> early in the PPG process;</li> <li>h. Oversee the consultations with partners regarding <b>financial planning</b>; and</li> <li>i. Ensure completion of any additional studies that are determined to be needed for the preparation of the ProDoc and all other final outputs.</li> </ol> </li> <li>2) <u>Formulation of the ProDoc, CEO Endorsement Request and Mandatory and Project Specific Annexes (Component B)</u>: With inputs from the national consultants, as detailed in their respective TORs, and based on international best practice:               <ol style="list-style-type: none"> <li>a. Develop, present and articulate the project’s <b>theory of change</b>;</li> <li>b. Develop the <b>Results Framework</b> in line with UNDP-GEF policy;</li> <li>c. Develop a detailed <b>Monitoring and Evaluation Plan and Budget</b>;</li> <li>d. Oversee the preparation of a comprehensive <b>Stakeholder Engagement Plan</b>;</li> <li>e. Oversee the preparation of a <b>Gender Action Plan and Budget</b>;</li> </ol> </li> </ol>

	<p>f. Oversee the updating of the <b>SESP</b> based on assessments undertaken during Component A, the national expert input, and ensure the development of required environmental and/or social management plan(s) for all risks identified as Moderate or High in the SESP, as required;</p> <p>g. Oversee the preparation of the required GEF tracking tools (METT)</p> <p>h. Confirm the initial assessment of the GHG emissions avoided as a direct result of the project activities, using FAO Exact tool</p> <p>i. Revise the <b>GEF Core Indicators Worksheet</b> to reflect the agreed results framework and ensure these are supported by robust and validated data;</p> <p>j. Secure and present agreements <b>on project execution and management arrangements</b> and ensure that the project aligns to UNDP-GEF guidance on UNDP execution support;</p> <p>k. Synthesize all analyses, studies, etc. that are prepared under Components A and B to produce the <b>draft UNDP-GEF ProDoc, GEF CEO Endorsement, and all mandatory and project specific Annexes</b>, using the templates.<sup>1</sup></p> <p>3) <u>Final Deliverables:</u></p> <p>a. Consolidation of all technical and consultation inputs and comments 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;</p> <p>b. Completion of the GEF CEO Endorsement Request;</p> <p>c. Finalized SESP (and stand-alone management plans as required).</p> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>▪ Master’s degree or higher in a relevant field, such as environmental management, economics, public administration, Natural Resource Management, Environment, Natural Sciences, Agriculture, Development Studies or another closely related field;</li> <li>▪ Minimum 7 years of demonstrable experience in the technical area of sustainable land management/BD conservation and in preparing and overseeing the preparation of high quality project documents, particularly for UNDP and GEF projects;</li> <li>▪ Excellent written and oral communication skills in English;</li> <li>▪ Demonstrated understanding of the GEF rationale and procedures, and demonstrated experience in formulation of GEF-funded project proposals, using the logical framework and the results-based management approaches;</li> <li>▪ Experience working in the region on related initiatives highly desired.</li> </ul>
<p><b>Consultant 2:</b> Lead National Expert for PPG coordination and stakeholder engagement</p> <p><b>Type:</b> NC</p> <p><b>Cost per person-week:</b> US\$500</p>	<p><b>Role</b></p> <p>The Lead National Expert for PPG coordination and stakeholder engagement will be responsible for coordination of inputs from all national consultants on the GEF PPG Team, and coordinating the Team’s work.</p> <p>The PPG Coordinator is to make sure that project development is participatory, gender-responsive and based on extensive stakeholder engagement. The PPG Coordinator will play a key role in consultation with the government, first of all the Goskomecology, private sector partner, CSO and other relevant stakeholders – in particular those who will benefit from and be directly involved in the implementation of the project.</p>

<sup>1</sup> Please verify with the UNDP-GEF team that the correct templates are being used.

<p><b>Number of person-weeks needed: 15</b></p>	<p>The national PPG Coordinator will lead the stakeholder consultations and specifically 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. The Specialist will also prepare a number of substantive assessments and analyses mentioned below.</p> <p><b>Responsibilities and Deliverables:</b> the list below outlines key responsibilities and deliverables of this contract. The PPG Initiation Plan for this project provides further and more detailed guidance regarding the responsibilities of the prospective PPG team and must be consulted accordingly.</p> <ul style="list-style-type: none"> <li>- <u>Management of the PPG team:</u> <ul style="list-style-type: none"> <li>- Define and submit a detailed methodology and work plan in consultation with the other consultants with clear delegation of responsibilities for the International Consultant (IC) and National Consultants (NCs);</li> <li>- Ensure that project development is participatory, gender-responsive and based on extensive stakeholder engagements; and</li> <li>- Verify and ensure that all project components are technically sound and cost effective.</li> </ul> </li> <li>- <u>Formulation of the ProDoc, CEO Endorsement Request and Mandatory and Project Specific Annexes (Component B):</u> <p>Prepare inputs and support the required analyses/studies, as agreed with the GEF PPG Team Leader, including:</p> <ul style="list-style-type: none"> <li>- Consolidated of the national experts into the relevant sections of the project document: threats &amp; barriers analysis; socio-economic situation and institutional layout; relevant national policy and enabling environment; baseline scenario description; project structure - objective, outcomes and outputs; lessons learned and knowledge management;</li> <li>- Detailed analysis of the baseline programmes and lessons learned from previous projects and evaluations;</li> <li>- Baseline description of Tajikistan's cooperation in the international environmental programming for the Aral Sea basin;</li> <li>- Compile data (with support of the other national experts) necessary to identify and describe the pilot sites where the project will focus on the development of: (i) land use and district spatial planning, (ii) forest management plans and (iii) pasture management plans and (iv) targeted community-based intervention will be demonstrated ( e.g. innovative land restoration demo projects; community forest use of riparian corridors etc ) ;</li> <li>- Confirmation and description of co-financing arrangements for the project;</li> <li>- Draft FSP budget and incremental cost assessment;</li> <li>- Review pre-SESP and draft and Environmental and Social Management Framework (ESMF) if required, including its findings in the project document (as per SESP guidance);</li> <li>- Total Budget and Work Plan (TBWP) and the indicative procurement plan (work with the UNDP Country Office);</li> <li>- Link (indicator) for one of the outcomes of the IRRF (with the UNDP Country Office);</li> <li>- Draft management arrangements for the FSP;</li> <li>- Draft Project Organization Chart;</li> <li>- <b>Draft Environmental and/or social management plan(s)</b> for all risks identified as Moderate or High in the SESP;</li> </ul> </li> </ul>
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	<ul style="list-style-type: none"> <li>- Draft comprehensive <b>Stakeholder Engagement Plan</b>.</li> <li>- <u>Validation Workshop (Component C)</u>:</li> <li>- 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</li> <li>- Oversee all necessary revisions that arise during the validation workshop.</li> <li>- Prepare the <b>Validation Workshop Report</b>.</li> <li>- <u>Final Deliverables</u>: <ul style="list-style-type: none"> <li>o Consolidated input of the national experts into the relevant sections of the project document;</li> <li>o Detailed analysis of the baseline programmes, lessons learned;</li> <li>o Project Maps and/or GIS shapefiles, if possible;</li> <li>o Co-financing letters and co-financing description of the Prodoc;</li> <li>o Total Budget and Work Plan (TBWP)</li> <li>o Overview of technical consultancies/subcontracts for the FSP;</li> <li>o Indicative procurement plan agreed with the UNDP CO;</li> <li>o Multiyear Workplan;</li> <li>o Environmental and/or social management plan(s);</li> <li>o A draft Comprehensive Stakeholder Engagement Plan;</li> <li>o Validation workshop report;</li> <li>o Appropriate inputs provided to the Project Document and Annexes, as agreed with PPG Team Leader.</li> </ul> </li> </ul> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>- Master’s degree or higher in a relevant field, such as environmental management, economics, public administration or relevant related fields;</li> <li>- Minimum 7 years of demonstrable experience in the technical area of Land and Biodiversity management;</li> <li>- Prior experience in preparing environmental and/or social management plans as a strong advantage;</li> <li>- Fluency in written and spoken English is required beside knowledge of Tajik and Russian;</li> <li>- Excellent coordination, team management and leadership skills, as well as relationship management skills;</li> <li>- Excellent communication skills and proven stakeholder engagement experience;</li> <li>- Familiarity with GEF policies, templates and requirements for FSP preferred</li> </ul>
<p><b>Consultant 3:</b> National Dryland HCVF Specialist</p> <p><b>Type:</b> NC</p> <p><b>Cost per person week:</b> \$500</p> <p><b>Number of person weeks needed:</b> 6</p>	<p><b>Role</b></p> <p>The Dryland HCVF Specialist will provide substantive input for the justification and design of project interventions under project <u>Output 1.2</u> that addresses dryland forest ecosystems as High Conservation Value Forests (HCVF), as well as cross-cutting activities focused around sustainable management of forested areas for multiple land use.</p> <p><b>Responsibilities and Deliverables:</b> the list below outlines key responsibilities and deliverables of this contract. The PPG Initiation Plan for this project provides further and more detailed guidance regarding the responsibilities of the prospective PPG team and must be consulted accordingly.</p> <p>The consultant is expected to</p> <ul style="list-style-type: none"> <li>- In consultation with the PPG Team Lead, confirm the geographical scope for the project interventions under Output 1.2 and the total HCVF area to be covered by the project;</li> </ul>

	<ul style="list-style-type: none"> <li>- Carry out necessary assessments in order to analyze dryland forest ecosystems status, threats and barriers in conservation and sustainable use of arid HCVF;</li> <li>- Develop the feasibility criteria for the project pilot sites and confirm the direct impact area for the project interventions targeting HCVF;</li> <li>- In consultation with the relevant government authorities and sectoral managers, develop the draft content of the management guidelines for the dryland HCVF, and agree on the roadmap for integration of the HCVF management measures in the management plans for the forestry units; confirm the target forestry units for the project intervention;</li> <li>- Suggest the content for the project increment in support to community-based joint forest management, in consultation with the targeted communities and the relevant management authorities;</li> <li>- Define the scope and budget for the project support to nurseries for critically threatened wild tree species;</li> <li>- Describe how the project will work with partners to achieve results under Output 1.2;</li> <li>- Map stakeholders and parallel initiatives relevant to the project;</li> <li>- Analyze other donor projects for synergies;</li> <li>- Describe private sector engagement scenarios for Output 1.2;</li> <li>- Contribute to re-assessment of risks that prevent the project results from being achieved, and the SESP social and environmental risks in the field of relevance;</li> <li>- Assist in preparation of risk management plans and Grievance Redress Mechanism if required;</li> <li>- Contribute to the development of a comprehensive Stakeholder Engagement Plan.</li> </ul> <p><b>Final Deliverables:</b></p> <ol style="list-style-type: none"> <li>a. A detailed strategy for project Output 1.2 and the cross-cutting activities focused around sustainable management of forested areas for multiple land use</li> <li>b. Input to the comprehensive Stakeholder Engagement Plan;</li> <li>c. Draft ToR for key outputs under Output 1.2;</li> <li>d. Appropriate inputs provided to the Final Project Document and Annexes, as agreed with the PPG Team Leader.</li> </ol> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>- Minimum 5 years of demonstrated experience in forest management;</li> <li>- Proven knowledge of the existing policies, legal frameworks and practices related to arid HCVF in Tajikistan;</li> <li>- Communication and writing skills;</li> <li>- Fluency in written and spoken Tajik; the knowledge of Russian and English would be an asset.</li> </ul>
<p><b>Consultant 4:</b> National Pasture Management and Restoration Specialist</p> <p><b>Type:</b> NC</p> <p><b>Cost per person week:</b> 500</p>	<p><b>Role</b> The Pasture Management and Restoration Specialist will prepare a series of relevant assessments and provide his/her technical input into the project document preparation where it concerns sustainable pasture management and restoration, including establishment of baseline and target indicators, in particular under <u>Output 1.3</u>.</p> <p><b>Responsibilities and Deliverables:</b> the list below outlines key responsibilities and deliverables of this contract. The PPG Initiation Plan for this project provides further and more detailed guidance regarding the responsibilities of the prospective PPG team and must be consulted accordingly. The consultant is expected to</p> <ul style="list-style-type: none"> <li>- Assess the ecological status of pasture zones within the KBAs targeted by the project;</li> </ul>

<p><b>Number of person weeks needed: 6</b></p>	<ul style="list-style-type: none"> <li>- Describe the management arrangements, coordination, monitoring and control over pastures with the KBAs;</li> <li>- Confirm the direct impact area where the project will support development and target implementation of pasture management plans;</li> <li>- Recommend modern pasture management techniques, equipment and devices, as well as possible economic incentives for sustainable use of pastures;</li> <li>- Draft the content and a roadmap for development of pasture management plans in the pilot districts, making sure that the management plans have biodiversity considerations mainstreamed in grazing practices for the arid pasturelands;</li> <li>- Confirm the restoration pilots for degraded pastures, and the corresponding spatial indicator value;</li> <li>- Describe the planned interventions and outputs to be delivered under the Output 1.3, and link those to the theory of change;</li> <li>- Describe how the project will work with partners to achieve results under Output 1.3;</li> <li>- Map stakeholders and parallel initiatives relevant to the project;</li> <li>- Analyze other donor projects for synergies;</li> <li>- Describe private sector engagement scenarios for Output 1.3;</li> <li>- Contribute to re-assessment of risks that prevent the project results from being achieved, and the SESP social and environmental risks in the field of relevance;</li> <li>- Assist in preparation of risk management plans and Grievance Redress Mechanism if required;</li> <li>- Contribute to the development of a comprehensive Stakeholder Engagement Plan.</li> </ul> <p><b>Final Deliverables:</b></p> <ol style="list-style-type: none"> <li>a. A detailed strategy for project Output 1.3 and the cross-cutting interventions focused around sustainable use of pastures;</li> <li>b. Input to the comprehensive Stakeholder Engagement Plan;</li> <li>c. Draft ToR for key outputs under Output 1.3;</li> <li>d. Appropriate inputs provided to the Final Project Document and Annexes, as agreed with the PPG Team Leader.</li> </ol> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>- Master’s degree or higher in a relevant field, such as natural resource management, agricultural management, environmental science or related disciplines;</li> <li>- Minimum 5 years of working experience related to natural resource management/agricultural management;</li> <li>- Knowledge of the pasture management framework of Tajikistan;</li> <li>- Communication and writing skills;</li> <li>- Fluency in written and spoken Tajik; the knowledge of Russian and English would be an asset</li> </ul>
<p><b>Consultant 5:</b> Biodiversity, PA Management &amp; Planning Specialist</p> <p><b>Type:</b> NC</p>	<p><b>Role</b></p> <p>The Biodiversity, Protected Area (PA) Management &amp; Planning Specialist will prepare a series of relevant assessments and provide his/her technical input into the project document preparation under project Component 2.</p> <p><b>Responsibilities and Deliverables:</b> the list below outlines key responsibilities and deliverables of this contract. The PPG Initiation Plan for this project provides further and more detailed guidance regarding the responsibilities of the prospective PPG team and must be consulted accordingly.</p>

<p><b>Cost per person week:</b> 500</p> <p><b>Number of person weeks needed:</b> 6</p>	<p>The consultant is expected to</p> <ul style="list-style-type: none"> <li>- Provide baseline description of the legally established protected areas targeted by the project, including the status, land use, analysis of key threats, conflicting landuse issues and areas, barriers and proposed solutions;</li> <li>- Finalise the METT assessment for the targeted PAs where project plan direct input for improved management capacities (tentatively 7 PAs for direct impact);</li> <li>- Conduct a capacity needs assessment of the staff and Management of the targeted PAs in order to identify the priority areas for key investments;</li> <li>- Develop a concept for establishment and management of legally recognized Plant Micro Reserves (PMRs) in Tajikistan, replicable for the region of Central Asia;</li> <li>- Describe the planned interventions and outputs to be delivered under the Component 2, and link those to the theory of change;</li> <li>- Work with other PPG team members to ensure integration of the proposed PA-related scenarios with the project activities on improving management of forests and pastures;</li> <li>- Describe how the project will work with partners to achieve results under Component 2;</li> <li>- Support the definition of baseline and identification of key biological indicators for the project; establish the baseline and targets on indicator species;</li> <li>- Map stakeholders and parallel initiatives relevant to the project;</li> <li>- Analyse other donor projects for synergies;</li> <li>- Describe private sector engagement scenarios for Component 2;</li> <li>- Contribute to re-assessment of risks that prevent the project results from being achieved, and the SESP social and environmental risks in the field of relevance;</li> <li>- Assist in preparation of risk management plans and Grievance Redress Mechanism if required;</li> <li>- Contribute to the development of a comprehensive Stakeholder Engagement Plan.</li> </ul> <p><b>Final Deliverables:</b></p> <ul style="list-style-type: none"> <li>o A detailed intervention strategy for project Component 2;</li> <li>o METT with the baseline and target scores for the pilot PAs;</li> <li>o Input to the comprehensive Stakeholder Engagement Plan;</li> <li>o Draft ToR for key outputs under Component 2;</li> <li>o Appropriate inputs provided to the Final Project Document and Annexes, as agreed with the PPG Team Leader.</li> </ul> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>- Master’s degree or higher in a relevant field, such as BD conservation, protected areas management, natural resource management, biology;</li> <li>- Minimum 5 years of proven experience in the field of environmental protection/management, biodiversity conservation</li> <li>- Experience in PA capacity assessment (specifically the METT tool) is a strong advantage;</li> <li>- Proven experience in analysis of environmental data;</li> <li>- Expertise and experience of designing performance monitoring and results frameworks including expertise and experience in indicator development, testing and data collection/analysis);</li> <li>- Communication and writing skills;</li> <li>- Fluency in written and spoken Tajik; the knowledge of Russian and English would be an asset</li> </ul>
<p><b>Consultant 6:</b></p>	<p><b>Role</b></p>

<p>Communication and Knowledge Management Expert</p> <p><b>Type:</b> NC</p> <p><b>Cost per person-week:</b> US\$500</p> <p><b>Number of weeks needed:</b> 4</p>	<p>The Communication and Knowledge Management expert will carry out the necessary work to set the baseline and target indicators under project Component 3. The expert will work closely PPG team leader and other team members and designing various outputs: (iii) establish baseline and targets for the projects communication and outreach (iv) in draft the Communication Plan for the project, outlining the roadmap to an effective communication and knowledge management of the project in order to contribute to the project’s overall Theory of Change and support an effective management of the knowledge generated by the project.</p> <p><b>Responsibilities and Deliverables:</b> the list below outlines key responsibilities and deliverables of this contract. The PPG Initiation Plan for this project provides further and more detailed guidance regarding the responsibilities of the prospective PPG team and must be consulted accordingly.</p> <p>The consultant is expected to</p> <ul style="list-style-type: none"> <li>- Confirm/establish the baseline and target indicator values for the project Component 3;</li> <li>- Design the outline/annotated content of the project education and awareness campaign;</li> <li>- Based on the relevant capacity assessments, suggest project activities and measures in support to LDN planning and monitoring capacity strengthening in the project target areas;</li> <li>- Describe the planned interventions and outputs to be delivered under the Component 3, and link those to the theory of change;</li> <li>- Develop a Communication Plan for the project;</li> <li>- Develop and Knowledge Management Plan for the project</li> <li>- Describe how the project will work with partners to achieve results under Component 3;</li> <li>- Map stakeholders and parallel initiatives relevant to the project;</li> <li>- Analyse other donor projects for synergies;</li> <li>- Describe private sector engagement scenarios for Component 3;</li> <li>- Contribute to re-assessment of risks that prevent the project results from being achieved, and the SESP social and environmental risks in the field of relevance;</li> <li>- Assist in preparation of risk management plans and Grievance Redress Mechanism if required;</li> <li>- Contribute to the development of a comprehensive Stakeholder Engagement Plan.</li> </ul> <p><b>Final Deliverables:</b></p> <ul style="list-style-type: none"> <li>o A detailed intervention strategy for project Component 3;</li> <li>o A draft Communication Plan;</li> <li>o A draft Knowledge Management Plan;</li> <li>o Input to the comprehensive Stakeholder Engagement Plan;</li> <li>o Draft ToR for key outputs under Component 3;</li> <li>o Appropriate inputs provided to the Final Project Document and Annexes, as agreed with the PPG Team Leader.</li> </ul> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>- Bachelor’s degree or higher in communication, journalism or other closely related field;</li> <li>- Minimum 5 years of demonstrable experience in developing communication strategies at the project level and /or national institutional level;</li> <li>- Demonstrated experience developing, editing layout of publications and content management for websites and social media;</li> <li>- Experience in communication mini-surveys design and data analysis;</li> </ul>
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	<ul style="list-style-type: none"> <li>- Communication and writing skills;</li> <li>- Fluency in written and spoken Tajik; the knowledge of Russian and English would be an asset</li> </ul>
<p><b>Consultant 7:</b> District Landuse Planning, Sustainable Livelihoods and Community Engagement Experts (3) <b>Type:</b> NC</p> <p><b>Cost per person week:</b> 300</p> <p><b>Number of person weeks needed:</b> 9 (3 weeks per consultant)</p>	<p><b>Role</b></p> <p>One expert in each of the pilot districts of Tajikistan (currently three) will be engaged to participate in and provide baseline data for a series of relevant assessments and provide his/her technical input into the project document preparation under project Components 1 and 2, as well as cross-cutting activities at the level of administrative districts.</p> <p><b>Responsibilities and Deliverables:</b> the list below outlines key responsibilities and deliverables of this contract. The PPG Initiation Plan for this project provides further and more detailed guidance regarding the responsibilities of the prospective PPG team and must be consulted accordingly.</p> <p>The consultant is expected to</p> <ul style="list-style-type: none"> <li>- Compile a detailed landscape profile for the pilot district;</li> <li>- Provide available landuse maps and data for the pilot districts;</li> <li>- Suggest a roadmap for development of the integrated spatial plans for the pilot districts, in close consultation with the respective district-level authorities;</li> <li>- Provide an assessment of direct project impact coverage as the forest and pasture area in and around KBAs in the pilot districts; confirm the spatial indicators of the direct project impact in the pilot districts;</li> <li>- Assist in designing of a cross-cutting programme supporting sustainable livelihoods in the pilot districts;</li> <li>- Confirm the target indicator values for the direct project beneficiaries - the residents in targeted local communities benefiting from improved and joint forest management (Output 1.2), those involved in livestock grazing that are covered by the project-developed sustainable pasture management plans (Output 1.3), and those involved in restoration of degraded lands through establishment of agro-forestry (Output 1.4);</li> <li>- Map stakeholders and parallel initiatives relevant to the project;</li> <li>- Describe private sector engagement scenarios at the district level;</li> <li>- Contribute to re-assessment of risks that prevent the project results from being achieved, and the SESP social and environmental risks in the field of relevance;</li> <li>- Assist in preparation of risk management plans and Grievance Redress Mechanism if required;</li> <li>- Contribute to the development of a comprehensive Stakeholder Engagement Plan.</li> </ul> <p><b>Final Deliverables:</b></p> <ul style="list-style-type: none"> <li>o Inputs to the project strategy at the district level;</li> <li>o Input to the comprehensive Stakeholder Engagement Plan; Appropriate inputs provided to the Final Project Document and Annexes, as agreed with the PPG Team Leader.</li> </ul> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>- Bachelor's degree or higher in a relevant field, such as nature resource management, agriculture, forestry, economics, public administration;</li> <li>- Minimum 3 years work experience in land, natural resource management in the pilot district;</li> <li>- Excellent knowledge of the local land use practices and challenges;</li> <li>- Knowledge of socio-economic baseline situation in the pilot district;</li> <li>- Experience in applying community based and participatory approaches;</li> </ul>

	<ul style="list-style-type: none"> <li>- Communication and writing skills;</li> <li>- Fluency in written and spoken Tajik; the knowledge of Russian and English would be an asset</li> </ul>
<p><b>Consultant 9:</b> Gender specialist</p> <p><b>Type:</b> NC</p> <p><b>Cost per person-week:</b> US\$500</p> <p><b>Number of person-weeks needed:</b> 4</p>	<p><b>Role</b> The gender expert is to ensure integration of gender issues into all project document components. The Specialist’s input should include a current situation analysis, action plan with target indicators and expected outcomes that would facilitate promotion of gender equity and contribute to efficient decision-making policy in the context of women’s social and labor rights, employed in the considered by the project sectors of economy.</p> <p><b>Responsibilities and Deliverables:</b> the list below outlines key responsibilities and deliverables of this contract. The PPG Initiation Plan for this project provides further and more detailed guidance regarding the responsibilities of the prospective PPG team and must be consulted accordingly.</p> <p><b>Deliverables</b></p> <ul style="list-style-type: none"> <li>- The <b>gender analysis</b> prepared, its findings are meaningfully integrated into the project’s strategy, theory of change and results framework;</li> <li>- Support action points, including risk assessments, identified in the UNDP Social and Environmental Screening Procedure (SESP) at the PIF stage (“pre-screening”) are fully implemented during the PPG and, as appropriate, assist with the update of the SESP in an iterative fashion throughout the PPG;</li> <li>- <b>Gender Action Plan and Budget</b> prepared</li> <li>- Gender considerations fully mainstreamed into project CEO ER documents and Project Document</li> </ul> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>- Master’s degree or higher in a relevant field, such as sociology, ecology, economics, gender studies, gender and development, environment, sustainable development or closely related area.</li> <li>- Minimum 5 years of demonstrable experience in the gender policy and mainstreaming;</li> <li>- Experience carrying out participatory gender analysis; experience collecting and formulating gender responsive indicators and sex-disaggregated data and preparing gender responsive project analysis; developing gender action plans.</li> <li>- Experience in facilitating gender responsive stakeholder meetings is highly desired;</li> <li>- Fluency in written and spoken Tajik; the knowledge of Russian and English would be an asset.</li> </ul>
<p><b>Consultant 8:</b> National Mapping &amp; GIS Specialist</p> <p><b>Type:</b> NC</p> <p><b>Cost per person-week:</b> US\$500</p>	<p><b>Role</b> The Mapping &amp; GIS Specialist will be involved in spatial data processing, mapping and geo-referencing for project pilot sites and interventions during the PPG phase.</p> <p><b>Responsibilities and Deliverables:</b> the list below outlines key responsibilities and deliverables of this contract. The PPG Initiation Plan for this project provides further and more detailed guidance regarding the responsibilities of the prospective PPG team and must be consulted accordingly.</p> <p>The consultant will be expected to</p> <ul style="list-style-type: none"> <li>- Support the project team in identifying existing GIS data relevant for project development,</li> </ul>

<p><b>Number of person-weeks needed: 6</b></p>	<ul style="list-style-type: none"> <li>- Update, where needed, the protected area layout and status maps currently available;</li> <li>- Support the PPG team with the confirmation with the target area for the project, the KBAs, legally recognized PAs and the land use pattern within the project target area;</li> <li>- Develop and overlay developed and existing GIS data in line with project development requirements,</li> <li>- Extract maps and GIS layers that best describe project focus area.</li> </ul> <p><b>Deliverables</b></p> <ul style="list-style-type: none"> <li>- Relevant GIS layers updated with the most recent data and reflective of the project intervention strategy and selected pilots;</li> <li>- High resolution land use maps for the 7 targeted legally recognized Protected Areas including buffer zones, and the surrounding land use;</li> <li>- Geo-referenced information (geo-spatial coordinates) and project sites maps for the Project Document</li> </ul> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>▪ Master’s degree or higher in a relevant field, such as geography, spatial planning, spatial data management;</li> <li>▪ Minimum 5 years of demonstrable experience in spatial data processing, GIS and mapping;</li> <li>▪ Experience in mapping for the environmental reporting/programming in Tajikistan as a strong advantage;</li> <li>▪ Access to the most recent official digital data related to protected area system and spatial planning in Tajikistan is a strong advantage;</li> <li>• Fluency in written and spoken Tajik; a good working knowledge of Russian and English would be an asset.</li> </ul>
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