



**INITIATION PLAN TEMPLATE
FOR A GEF PROJECT PREPARATION GRANT (PPG)**

Project Title: Conserving biodiversity and reducing land degradation using a Ridge-to-Reef approach

Country: St Vincent and the Grenadines

MSDF OUTCOME 4.2. Inclusive and sustainable solutions adopted for the conservation, restoration and use of ecosystems and natural resources.

STRATEGIC PLAN OUTCOME 1: Growth is inclusive and sustainable, incorporating productive capacities that create employment and livelihoods for the poor and excluded.

MSDF Outcome Indicators: No. of countries in which competent national and sub-national authorities are implementing integrated natural resources management guidelines;

Expected Project Outcomes:

1. Strengthened institutional framework for Protected Areas, Ecosystem Conservation and Sustainable Land Use
2. Establishment and effective management of new and existing PAs
3. Integrated watershed management measures in R2R setting to reduce threats to upstream PA and downstream MPA/MMA
4. Knowledge management for SLM, CSA and biodiversity conservation

IP initiation: 10 June 2017

End: September 2018

Programme Period: 2017-2021
ATLAS Project Award: 00097454
ATLAS Project ID: 00101170
PIMS Project ID: 5862
Management Arrangement: DIM

Total budget: **US\$ 130,000**

Allocated resources:

- GEF US\$ 130,000
- LDCF US\$
- SCCF US\$
- NPIF US\$
- Government US\$
- UNDP US\$

AGREED BY UNDP RESIDENT REPRESENTATIVE

Resident Representative a.i.

Signature

Date: day/month/year

[Handwritten Signature] *28/07/2017*

A. Brief Description of Initiation Plan:

The purpose of the Initiation Plan, is to execute Project Preparation Grant (PPG) resources to develop an FSP proposal that will engage stakeholders and will support specific studies and analysis. During the initiation plan period, information gathering, a number of studies and stakeholder consultations will be undertaken, which will result in the full preparation of the project “*Conserving biodiversity and reducing land degradation using a Ridge-to-Reef approach*” (see GEF PIF attached in Annex 1. This PPG preparatory phase aims to finalize the formulation of project arrangements, enabling stakeholder consultation and supporting the collection of data for the formulation of baseline and complementary activities. Careful analysis is necessary to determine how the project will contribute most effectively to environmental impacts across two focal areas, Biodiversity and Land Degradation. The final output of the initiation plan will be a UNDP project document and GEF CEO endorsement template, both will be submitted to the GEF Sec within the agreed upon timeframe and with all the supporting documentation required; including co-financing letters.

UNDP’s Sub-Regional Office (SRO) for Barbados and the OECS will provide close guidance to ensure timely delivery of the final outputs, as well as technical input, particularly in relation to national context and budgeting. This includes, but is not limited to, sourcing of technical assistance for the studies and quality assurance as per the applicable social and environmental safeguards.

Consultations (working meetings) will be carried out among key stakeholders to plan for the project preparation activities, including a National Working Group involving technical focal points from key agencies and civil society organisations (CSOs). National stakeholders and partners will review and endorse PPG progress and outcomes.

The final outputs of the initiation plan, which must be submitted to UNDP for final technical clearance and financial clearance, and to the GEF Secretariat for review not later than 1 September 2018, and will include: 1) UNDP project document including all the annexes, 2) GEF CEO endorsement template including all the annexes, 3) the full set of letters of co-finance, 4) completed Letter of Agreement for project support services.

This Initiation Plan provides further detail on the specific activities to be carried out during the preparatory phase, the cost of the activities and the experts that will need to be hired.

B. Project preparation activities:

A National Working Group will be formed to provide technical oversight and contextual guidance, involving technical focal points from key government agencies, CSOs and other relevant actors.

A. Component A: Technical review

- I. **Baseline studies:** Baseline studies will be undertaken to review and assess the individual, institutional, and systemic capacities that will inform the strategic and technical design of the project. These include the following:

- a) Policy, legal and institutional context of the project and appropriate project interventions to strengthen the policy framework and increase the institutional capacity for integrated CSA, SLM, biodiversity and landscape level planning, and the mainstreaming of biodiversity into this integrated landscape, particularly the agricultural sector. This analysis will also include the policy, legal and institutional context related to land use planning and PA management. Baseline analysis of natural resources information management system: current capacities, procedures and inter-institutional coordination, access and use of information, technical and technological capacity gaps and needs, current use of information for monitoring activities

- b) Socioeconomic context of the project and appropriate project interventions to address socio-economic barriers and promote sustainable livelihoods. This will include (1) detailed socioeconomic information on local communities including socio-economic status, existing livelihood sources, etc.; (2) recommendations from local communities for engaging in PA management, sustainable land management, and CSA activities in project intervention sites, (3) capacity needs assessment and capacity development strategy to enable meaningful participation in integrated landscape management, PA management, and adoption of improved SLM/CSA practices, and (4) CSA agroprocessing and agrotourism initiatives.

- c) Review and analysis of financial support systems for incentivising CSA, SLM and conservation oriented agriculture practices, using other regional examples (e.g. Saint Lucia) as possible mechanisms to incorporate into project. Current baseline financing

amounts will be identified. Barriers that limit access to financing for small scale farmers and those re-entering the agricultural sector will be identified and addressed. Development and integration of agricultural certification of CSA products into potential micro-finance schemes that incentivizing certification for CSA products will also be reviewed and schemes proposed. Baseline and target financing of CSA and SLM will be defined.

c) Based on existing data, compile detailed information on biodiversity (species, numbers and conservation status of flora and fauna); ecosystem services (functions, status); land use practices; and current issues with land and natural resource management (e.g. erosion, land degradation, etc.) in project intervention sites and in adjacent areas. Identify key species of national, regional or global significance, including specific status of species impacted by invasive alien species (IAS).

d) Based on existing data, a detailed analysis of threats to biodiversity and ecosystem services. This would include environmental impacts of agriculture and other unsustainable land management practices in watershed, in particular impacts of agriculture related to biodiversity loss, land degradation, climate change, unsustainable forest management and coastal and marine pollution. Baseline and target indicators for threats to ecosystem services will be identified.

e) Review, analysis and recommendation of CSA and SLM technologies and practices to promote through project intervention in order to reduce negative environmental impacts (see d above). Review and analysis of existing agricultural practices, customs, as well as needs (financial, equipment, knowledge) associated with incorporation of new CSA/SLM practices and technologies. This study will also (1) identify training needs to support adoption of these technologies and practices, and (2) identify awareness and understanding gaps identified related to SLM and CSA techniques, and biodiversity in the integrated landscape. Baseline land area under climate-smart agriculture practice and number of beneficiaries (gender disaggregated) accessing climate resilient crop varieties will be defined with targets identified.

f) Analysis of capacities and data availability freshwater and saltwater quality monitoring and advisory capacities. Determine if baseline can be established during PPG phase or should be a task in inception phase, what technical and technological requirements needed for this.

II. Studies to address any opportunities/**risks identified** during an environmental and social screening of the project proposal: see attached pre-screening.

III. **Gender Analysis:** analysis of gender baseline, supporting the development of gender indicators, to include gender implication in the project and propose a strategy to enhance gender equality, and describes the inclusion of gender throughout the project logics.

IV. **Identification of specific sites for project intervention.** This includes sites for CSA demonstration sites to showcase climate resilient agricultural practices and technologies, SLM and land rehabilitation practices and sites for IAS intervention activities. This should include the information on globally significant biodiversity or the level of land degradation in each site as well as socio-economic information.

V. **Integration with development plans, policies, budgets and complementary projects,** including further detail on and coordination with other baseline projects and identify opportunities for joint action/identification for co-financing.

VI. Completion of **GEF focal area tracking tools** for BD Strategic Objective 1 and LD 3.

VII. **Stakeholder consultations** during technical review: This activity will mobilise and engage stakeholders during project design. Consultations will provide for the design of a communications strategy for the targeted audiences in the project and will negotiate and confirm partnerships with on-going projects to align their activities and the project to build synergies. Consultations and partnerships achieved during this phase will be properly documented.

VIII. Social and Environmental Standards: Review and revise the Social and Environmental Screening Procedure (SESP) pre-screening (prepared during PIF stage) to identify all opportunities/risks that need to be assessed; carry out targeted assessments of those risks, as appropriate; update the SESP pre-screening based on the targeted assessments and ProDoc

to produce the full SESP screening (required ProDoc Annex); and prepare the an Environmental and Social Management Plan (ESMP; if SESP overall project risk categorization is evaluated as moderate or high), according to UNDP guidelines.

IX. Prepare a stakeholder reengagement plan and a Gender Action Plan

- X. Identification of specific sites for project intervention. This includes intervention sites in the selected 3 upper watersheds of the landscapes surrounding the Central Mountain Forest reserve, sites for SLM demonstration plots and field and sites for IAS intervention activities. This should include the information on globally significant biodiversity or the level of land degradation in each site as well as socio-economic information. Site selection should be informed by the SES targeted assessments, to avoid risks where possible.

B. Component B: Institutional arrangements, monitoring and evaluation

The outputs of Component A will be used as technical input to Component B for the formulation of the UNDP-GEF project document.

- I. **Finalisation of theory of change, project strategy (outcomes, outputs, activities) and strategic results framework:** Define the results framework with appropriate objective-level and outcome-level quantitative and qualitative SMARTError! Bookmark not defined. indicators, interim and end-of-project targets (as suits). Special attention will be made to include socioeconomic and sex disaggregated indicators related to the global and local environmental benefits to be achieved.
- II. **Definition of monitoring and evaluation (M&E) plan:** A detailed M&E work plan will be developed, including clear identification of responsibilities and accountabilities, as well as an appropriate M&E budget. The plan will also include provisions for an independent evaluation and provision to ensure the learning of lessons from implementation at the termination of the project. The plan 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.
- III. **Define the sustainability plan:** The sustainability plan will outline the principles and guidelines for ensuring the long-term sustainability of project achievements. It will also outline an exit strategy, seeking the continuation of key activities/achievements without the need of long-term international financing.
- IV. **Definition of management arrangements:** The organisational structure governing the project will be decided. This will include identification of the Project Board and the role of each stakeholder group.
- V. **Stakeholder consultations** during Component B: Involve key agencies in the development of the project strategy to ensure a strong national ownership. In close collaboration with key government representatives, civil society, targeted communities and other stakeholders, including St Vincent and the Grenadines' Social Partnership, ensure full participation in the development of the project results framework and ensure agreement on the project objectives and outcomes. Undertake consultations to secure agreement(s) on project implementation arrangements, including roles, responsibilities, and accountabilities of lead and partner agencies. Document these consultations.
- VI. **Develop a Stakeholder Engagement Plan:** based on a stakeholder analysis and in line with UNDP SES guidance on stakeholder engagement, to guide stakeholders and project implementers as to when, how and with whom consultations and exchanges should be undertaken throughout the life of the project. The Plan should be fully linked to and reflected in the SESP screening and project design.

C. Component C: Financial planning and co-financing investments:

- I. **Prepare a detailed multi-year budget and work plan** following the standard template provided in the UNDP-GEF project document template that reflects the mandatory requirements of the GEF M&E Policy.

- II. **Define national, 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.
- III. **Ensure completion of required official endorsement letters:** An official endorsement letter will be prepared by the GEF Operational Focal Point of the Government. A co-financing guarantee will be collected from participating government institutions, bilateral development partners, multilateral development partners and NGOs who wish to provide cash or in kind contributions to the project.
- IV. **Stakeholder consultations** during Component C: These will seek the engagement of key agencies, government representatives and other stakeholders in financial planning and will ensure national co-financing for the different project elements. Consultations will be carried out for the development of a stakeholder analysis and the identification of knowledge gaps and the needs of national and local stakeholders related to the SLM and CSA, and the conservation of BD in the integrated landscape, so that skills are in place for successful project implementation and its sustainability. Consultations and partnerships achieved during this phase will be thoroughly documented.

D. Component D: Validation workshop

A validation workshop will gather representatives from all relevant stakeholders to present, discuss and validate the final draft project document. These will seek the engagement of key agencies, government representatives and other stakeholders in financial planning and will ensure national co-financing for the different project elements.

E. Component E: Completion of final documentation

- I. Consolidation of all technical and consultations inputs into a clearly written UNDP project document with all relevant sections and annexes. These annexes should include all technical baseline, gender, socioeconomic and risk analyses, terms of reference for project staff and key consultants, and tracking tools.
- II. Completion of a CEO Endorsement Request form.

Note: templates may be subject to change, the person responsible for this consolidation and drafting will be required to obtain guidance by the UNDP Global Environmental Finance (UNDP-GEF) Regional Technical Advisor and UNDO SRO on applicable formats and templates and ensure that the work is compliant with UNDP requirements.

C. Project preparation activities work plan, timeframe, responsibilities and budget:

PPG Activity	Timeframe (in months)																Responsibility	GEF Budget US\$
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16		
Component A																	UNDP	60,000
Component B																	UNDP	30,000
Component C																	UNDP	20,000
Component D																	UNDP	10,000
Component E																	UNDP	10,000

D. Total Budget and Work Plan:

Award ID:	00097454
Project ID:	00101170
Business Unit:	BRB10
Project Title:	Conserving biodiversity and ecosystems in St Vincent and the Grenadines
PIMS ID:	5862
Implementing Partner (Executing Agency)	UNDP

GEF Outcome/Atlas Activity	Responsible Party/	Fund ID	Donor Name	Atlas Budgetary Account Code	ATLAS Budget Description	Amount US\$
Project preparation grant to finalize the UNDP-GEF project document for project "Conserving biodiversity and reducing land degradation using a Ridge-to-Reef approach"	UNDP Barbados	62000	GEF TRUSTEE	71200	International consultants	36,000
				71300	Local consultants	63,000
				71600	Travel	10,000
				72100	Contractual services	10,000
				72500	Supplies	1,000
				74500	Miscellaneous expenses	1,500
				75700	Training, workshops and conferences	8,500
PROJECT TOTAL					130,000	

Annex 1: GEF CEO PIF approval letter



GLOBAL ENVIRONMENT FACILITY
INVESTING IN OUR PLANET

Naoko Ishii
CEO and Chairperson

May 2, 2017

Ms. Adriana Dinu
GEF Executive Coordinator
United Nations Development Programme
One United Nations Plaza
304 East 45th St.
FF Bldg., 10th floor
New York, NY 10017

Dear Ms. Dinu:

I am pleased to inform you that I have cleared the project concept detailed below for inclusion in the upcoming work program. I have also approved your request for project preparation grant.

Decision Sought:	Project Identification Form (PIF) Clearance for Work Program Inclusion and Project Preparation Grant (PPG) Approval
GEFSEC ID:	9580
Agency(ies):	UNDP
Agency ID:	5862 (UNDP)
Focal Area:	Multi Focal Area
Project Type:	Full-Sized Project
Country(ies):	St. Vincent and Grenadines
Name of Project:	Conserving Biodiversity and Reducing Land Degradation Using a Ridge-to-Reef Approach
Indicative GEF Project Grant:	\$3,757,102
Indicative Agency Fee:	\$356,925
PPG Grant:	\$130,000
PPG Agency Fee:	\$12,350
Funding Source:	GEF Trust Fund

Agency	Trust Fund	40% Fees to be committed at Council Approval	Fees to be committed at CEO Endorsement	Total (US\$)
UNDP	GET	\$142,770	\$214,155	\$356,925

This PIF clearance and PPG approval is subject to the comments made by the GEF Secretariat in the attached project review document. It is also based on the understanding that the project is in conformity with

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GEF focal areas strategies and in line with GEF policies and procedures. Please ensure that your final project document, with all Secretariat and Council comments fully addressed, is submitted such that CEO endorsement can be provided within 18 months of Council approval of the work program.

Sincerely,

A handwritten signature in blue ink, consisting of several overlapping, fluid strokes that form a cursive name.

Naoko Ishii
Chief Executive Officer and Chairperson

Attachment: GEFSEC Project Review Document
Copy to: Country Operational Focal Point, GEF Agencies, STAP, Trustee

Annex 2: Summary of Consultants Financed by the Initiation Plan

Type of Consultant	Position / Titles	\$/Person Week	Estimated PWs	Tasks to be Performed
Local	National Technical Coordinator	1000	8	<p>The Technical Coordinator will carry out tasks as necessary to facilitate the process of gathering relevant information for the development of the project document with support and guidance from the National Working Group. Specific responsibilities include:</p> <ul style="list-style-type: none"> • Obtaining and coordinating technical inputs, reports, data, complementary initiatives, inter alia, ensuring that the project development team has the information and documentation necessary to carry out their work and ensuring the timely delivery of their final products with the expected quality; • Liaising with national stakeholders to secure institutional commitments in terms of co-financing letters and the letter of endorsement; • Gathering information on coordination with other projects and information sharing with other projects in the country; • Liaising with national counterparts to obtain budget figures as necessary and support multi-annual planning of project activities; • Arranging meetings to come to agreement on project management arrangements. As part of these meetings, it will be important to assess lessons learned from previous GEF projects in the country with a view to identifying ways to strengthen execution capacity. • Leading the organisation of the PPG inception and validation workshops, intermediate consultations, convening all relevant stakeholders. • Support the development of a robust project management and institutional arrangements framework, including setup for Project Board, Project Management Unit and support technical experts, and technical partner institutions as <p>The National Technical Coordinator will work in close coordination with the PPG team, and in particular with the Project Development Expert.</p> <p>Education: at least a Bachelor's degree in natural or social sciences, or public administration</p> <p>Qualifications:</p> <ul style="list-style-type: none"> • Good organizational skills, proven experience in coordinating with national stakeholders and expert teams, organizing multi-stakeholder consultation processes, gathering documentation of results • Good analytical and organizational skills of baseline documentation gathering, organization and communication to support experts • Good understating of national policy and institutional structures, and ability to advice on institutional capacities and relations • Fully proficient in the following software applications: Word, Excel, PowerPoint.
Inter-	Project	3000	12	The Project Development Expert will work closely with the team of national/regional

national	Development Expert		<p>experts and the NWG to guide the collection of required baseline and background information. He/she is responsible for preparing the complete Project Document and CEO Endorsement.</p> <p>The Expert will ensure that the project design adheres to GEF criteria and meets international best practice. Specific responsibilities include to:</p> <ul style="list-style-type: none"> • Provide methodological orientation to other experts in the team and to the Government of SVG and National Working Group (NWG) to ensure a harmonised approach to data collection and consultation with stakeholders; • Provide overall orientation to PPG team in relation to GEF requirements and international best practices for project planning and monitoring; • Define detailed PPG schedule, in coordination with other consultants and the NWG • Familiarize herself/himself with the SESP pre-screening at the start of the PPG (in consultation with the UNDP CO and RTA, as appropriate), to ensure all risks are addressed through targeted assessments and that measures (e.g. avoidance through site selection) and management plans are built into the project design, in line with the UNDP Social and Environmental Standards (SES). • Review, provide feedback, and validate the results of the studies undertaken and recommendations made by the PPG team members, as well as information provided by national stakeholders, assessing technical feasibility, cost-effectiveness and incrementality of proposed FSP activities; • Provide guidance and orientation on indicators and quantified targets to track project progress and effectiveness; • Provide methodological guidance for data collection related to planning and monitoring, with particular attention given to the description and quantification of the baseline investments; • Provide inputs on specific proposed PA management activities for the FSP, such as management planning, zoning, partnerships, PA management capacity building, landscape-wide planning, PA financing and invasive species; • Provide guidance on the use of the GEF BD and LD Tracking Tools, and review the completed tracking tool; • Lead/facilitate relevant consultation processes when in country; • Provide organization and support of meetings, consultations, including inception and validation workshops; <p>Define Project Strategy:</p> <p>The final output of this consultancy will include a complete Project Document and CEO Endorsement Template, based on UNDP and GEF guidelines including all relevant sections. Working in collaboration with regional and national specialists and stakeholders, the Project Document Development Expert will perform the following tasks:</p> <ul style="list-style-type: none"> • Ensure that inputs from the PPG team, National Working Group (NWG), UNDP and wider stakeholders are streamlined into a cohesive narrative with the theory of change; • Incorporate best practices and lessons learned from previous GEF projects; • Compile the final baseline/situational analysis for the project based on the inputs from the PPG team and in close cooperation with the NWG and other key national
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				<p>stakeholders. This will include a precise definition of baseline projects, activities, budgets, goals and co-financing links to GEF outcomes, definition of GEF incremental value per outcome and output, and development of incremental cost matrices;</p> <ul style="list-style-type: none"> ● Validate and update the problem analysis defined in PIF ● Validate and update the barrier analysis ● Identify the most strategic, cost-effective and risk-informed project intervention, with input from the PPG team; ● Define the Project Strategic Results Framework (with input from national lead agencies, team of experts and UNDP); ● Define and validate the project outcomes, outputs and activities based on a logical framework analysis and the results of the studies undertaken by the PPG team; ● Define a robust project management and institutional arrangements, including setup for Project Board, Project Management Unit and support technical experts (with indicative TORs), and technical partner institutions as responsible parties to support specific project deliverables during implementation phase ● Develop the project Monitoring and Evaluation Plan; ● Identify project incrementality, and incorporate global environmental benefits (GEBs); ● Identify and include strategies for project sustainability (exit strategy); ● Ensuring that the Tracking Tools are completed following UNDP and GEF guidelines; ● Complete the review and update of the Social and Environmental Standards Procedure (SESP) template and oversee targeted risk assessment(s), and formulate an Environmental and Social Management Plan (in case of overall moderate or high risk rating of SESP); with inputs from other consultants and NWG, and potential support from a safeguards expert. ● Develop a stakeholder engagement plan (in coordination with the gender and socioeconomic expert) ● Review the specific technical issues and questions raised by the GEF Secretariat and STAP on PIF and address these as applicable; ● Draft the CEO Endorsement document as per the most up to date template; ● Responsible for responding to comments from GEF Secretariat and Council members on the draft project document in cooperation with the UNDP-GEF Regional Technical Advisor; ● Prepare an indicative Total Budget and Work Plan, and an indicative procurement plan (which will be confirmed by the SRO). ● Work with the Barbados SRO to select an indicator for one of the outcomes of the (Integrated Results and Resources Framework) IRRF. ● Support refining, drafting TORs for the key technical specialists to constitute the PPG team of experts under the project, as necessary. <p>Qualifications: Education: Minimum graduate professional degree or Master's degree in social sciences, economics, administration, environmental studies, natural sciences or related field from a recognized University.</p>
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				<p>Experience</p> <ul style="list-style-type: none"> • Minimum 6 years' experience in relevant fields such as conservation and natural resource management, integrated and sustainable land use management, adaptation to climate change, climate smart agriculture, and related subjects • Good understanding of proposal requirements and proven experience in project proposal development and design (esp. GEF projects), and in project management • Experience in managing multi-discipline expert teams, coordination skills, setting project development milestones, including in designing and facilitation of stakeholder consultations • Ability of defining project strategies and interventions at different levels • Good Understanding of results-based management • Advantage in experience in small island setting, especially in the Caribbean and SVG • Fully proficient in the following software applications: Word, Excel, PowerPoint
Regional	Biodiversity Ecosystems and Protected Areas Expert	2500	8	<p>The Biodiversity, Ecosystems and Protected Areas Expert will have specific role and inputs to the following outputs as defined in the PIF:</p> <p>Component 2 Establishment and effective management of new and existing Pas</p> <p>The Expert will be responsible for carrying out the tasks related to detailed baseline information for the design of project field interventions related to BD, ecosystems services and PAs, and project site profiling.</p> <p>Key products will include:</p> <ul style="list-style-type: none"> • Reports on ecological conditions at targeted terrestrial PA units (of the Central Mountain Forest Reserve) and adjacent areas, Chatham Bay PA, and marine PA (Lee Coast MMA), including maps, assessment of biodiversity and ecosystem services, land / resource uses, potential global environmental benefits, and threats to biodiversity and ecosystem services. This will include: <ul style="list-style-type: none"> ○ Based on existing data, compile detailed report on biodiversity (species, numbers and conservation status of flora and fauna), ecosystem services (functions; status), land use practices, and current issues with land and natural resource management (e.g. erosion, land degradation, etc.), in project PAs and in adjacent areas. Identify key species of national, regional or global significance. ○ Based on existing data, compile detailed report with analysis of threats to biodiversity and ecosystem services (e.g. indicator species population assessments, land conversion and erosion rates, rates of harvesting of non-timber forest products). • Define, in coordination with national authorities, other relevant stakeholders and in consultation with, the areas and preliminary boundaries for the MTPNP, Chatham Bay, and Lee coast MMA, or if it is not feasible during PPG stage define a course of actions, expertise and technical/technological inputs needed to establish

boundaries

- Baseline report on management effectiveness at the PA Unit level, including capacities, resources, procedures, financing, etc.; a capacity development strategy; and a summary description of barriers to PA management.
- Summary description of proposed project activities at the PA sites, including identification of identification of potential partners; a list of specific activities and their estimated costs; and potential co-financing resources.
- Identification of baseline information regarding Invasive Alien Species and defining strategies and actions, further assessment and expertise need to tackle them during implementation phase, GEF BD Tracking Tool, including the Management Effectiveness Tracking Tool (METT), completed for all PAs included in the project (together with PA and Landscape Management Systems Experts)
- Quantification and presentation of the global environmental benefits of the project (conservation of globally significant biodiversity; protection of range and ecosystem functions in critical ecosystems);
- Description of all BD and PA-related project stakeholders and of stakeholder roles and responsibilities in the full project (together with Landscape Management Systems Expert)
- Define further technical assessments, assistance and expertise needed to support project implementation on particular deliverables (with preliminary ToR or task lists for support experts)
- Input to the Social and Environmental Standards Procedure (SESP), and Environmental and Social Management Plan (if needed) on relevant standards, as per UNDP guidance, feeding to the Project Development Expert
- Support obtaining a set of relevant co-financing letters for the PA-related activities of the project (together with PA and SLM Expert)

Inputs to Component 1, Strengthened institutional frameworks:

The tasks will be carried out in close collaboration with the Ministry of Agriculture, Rural Transformation, Forestry, Fisheries and Industry, which has the primary responsibility for the management of biodiversity, agriculture and natural resource landscape level planning; with a number of other stakeholders mentioned in the PIF, such as the Ministry of Justice and Legal Affairs (MJLA), which is responsible for all environment related legislation and regulation.

The BD/PA expert will collaborate with the Watershed/landscape Management expert in the following tasks:

- Baseline assessment of policy, legal/regulatory, institutional, and financial frameworks for BD and PA management, SLM and CSA approaches, integrated landscape level natural resource management (including watershed-level management), and recommendations for related project activities. Determining gaps in the policy, legal/regulatory and institutional, coordination and financial frameworks, and identifying barriers and weaknesses and providing recommendations for project activities to address these.
- Baseline analysis of natural resources information management system for BD/PA aspects: current capacities, procedures and inter-institutional coordination, access and use of information, technical and technological capacity gaps and needs, current use of information for monitoring activities
- Capacity assessment and capacity development strategy for PA system

				<p>management and for integrated landscape level natural resource management (SLM/CSA, BD conservation) approaches at the systemic level, and completed UNDP Capacity Development Scorecard. and carrying out consultations with institutional stakeholders to support the institutional capacity assessments and identification of institutional strengthening needs;</p> <ul style="list-style-type: none"> • Identify most appropriate project interventions to strengthen institutional capacities and the institutional framework in output areas of Component 1, including further assessment or technical expertise needs, • Identify further assessment and technical expertise needs to carry out results under component 1 (preliminary TORs included) The BD7PA expert will also undertake: • Analysis of current and projected PA financing, completed PA Financial Sustainability Scorecard, description of barriers to improved PA financing, and recommendations for project activities to remove barriers, modalities and mechanisms for enhanced and sustainable financial frameworks for PA management. <p>Component 4 Advise on Knowledge management and communication strategies and products on BD/PA conservation and management aspects</p> <p>Qualifications: Education: graduate or post-graduate degree in sciences related to biodiversity conservation, ecosystems and protected area management</p> <p>Experience:</p> <ul style="list-style-type: none"> • At least 4 years of experience working in the preparation and implementation of biodiversity conservation, ecosystems and protected area management initiatives • Good analytical skill of biodiversity threats, and experience in management solutions, including multi-stakeholder processes and integrated watershed management solutions • Experience in biodiversity and ecosystem related regulatory, policy and planning frames, coordination and information management systems • Experience in dealing with invasive species • Experience in designing and facilitating stakeholder consultations and ability of defining project strategies and interventions at different levels in the subject area • Understanding of results-based management • Experience in small island setting, especially in the Caribbean and SVG • Ability to work in multi-disciplinary teams and coordinate and feed inputs to others • Fully proficient in the following software applications: Word, Excel, Power point
Local / Regional	Watershed/ Landscape Manageme	2500	8	The Watershed/Landscape Management Expert will have specific role and inputs to the following outputs as defined in the PIF:

	nt Expert		<p>Component 3</p> <p>Integrated watershed management measures in R2R setting to reduce threats to upstream PA and downstream MPA/MMA</p> <ul style="list-style-type: none"> • Report on ecological conditions within the project watersheds, including maps, assessment of biodiversity and ecosystem services, land / resource uses, potential global environmental benefits, and threats to biodiversity and ecosystem services; This would include environmental impacts unsustainable land management practices in watershed, in particular related to biodiversity loss, land degradation, climate change, unsustainable forest management and coastal and marine pollution. • Baseline report on management effectiveness for SLM and CSA, including capacities, resources, procedures, financing, etc., including a summary of barriers to improved management. Report will include: <ul style="list-style-type: none"> ○ a review, analysis and capacity development strategy that incorporates recommendations for SLM technologies and practices to promote through project intervention in order to reduce negative environmental impacts, ○ capacity needs (technical, financial, equipment, knowledge) associated with incorporation of SLM practices and technologies, ○ training and technical needs to support adoption of these technologies and practices, ○ awareness and understanding gaps identified related to SLM and CSA techniques, and biodiversity in the integrated landscape. Include summary description of proposed project activities specified to proposed intervention areas, including identification of identification of potential partners; a list of specific activities and their estimated costs; and potential co-financing resources. ○ Analysis of capacities and data availability freshwater and saltwater quality monitoring and advisory capacities. Determine if baseline can be established during PPG phase or should be a task in inception phase, what technical and technological requirements needed for this. • Define, in coordination with national authorities, other relevant stakeholders and in consultation with the Protected Areas Expert, the areas and preliminary boundaries for project watershed SLM and CSA interventions. This includes sites for CSA demonstration sites to showcase climate resilient agricultural practices and technologies, SLM and land rehabilitation practices, as well as sites for farmers' field schools. This should include the information the level of land degradation and incorporate information on (1) the socioeconomic situation and on (2) globally significant biodiversity incorporated from the relevant consultant. • Support obtaining a set of relevant co-financing letters for the SLM related activities of the project (together with Biodiversity and Landscape Management Systems Expert) • Description of all SLM/CSA related project stakeholders and of stakeholder roles and responsibilities in the full project (together with the PA and Landscape Management Systems Experts) • Support the definition of LD tracking tool (in collaboration with the PPG team) • Define further technical assessments, assistance and expertise needed to support project implementation on particular deliverables (with preliminary TOR or task lists for support experts)
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- Input to the Social and Environmental Standards Procedure (SESP), and Environmental and Social Management Plan (if needed) on relevant standards, as per UNDP guidance, feeding to the Project Development Expert

Component 1: Strengthening of Institutional frameworks

The Watershed/Landscape management expert will undertake the following tasks in coordination with the Biodiversity and Protected Areas Expert:

Inputs to Component 1, Strengthened institutional frameworks:

- The tasks will be carried out in close collaboration with the Ministry of Agriculture, Rural Transformation, Forestry, Fisheries and Industry, which has the primary responsibility for the management of biodiversity, agriculture and natural resource landscape level planning; with a number of other stakeholders mentioned in the PIF, such as the Ministry of Justice and Legal Affairs (MJLA), which is responsible for all environment related legislation and regulation.

The BD/PA expert will collaborate with the Watershed/landscape Management expert in the following tasks:

- Baseline assessment of policy, legal/regulatory, institutional, and financial frameworks for, SLM and CSA approaches, integrated landscape level natural resource management (including watershed-level management), and recommendations for related project activities. Determining gaps in the policy, legal/regulatory and institutional, coordination and financial frameworks, and identifying barriers and weaknesses and providing recommendations for project activities to address these.
- Baseline analysis of natural resources information management system for SLM/CSA aspects: current capacities, procedures and inter-institutional coordination, access and use of information, technical and technological capacity gaps and needs, current use of information for monitoring activities
- Capacity assessment and capacity development strategy for PA system management and for integrated landscape level natural resource management (SLM/CSA, BD conservation) approaches at the systemic level, and completed UNDP Capacity Development Scorecard. and carrying out consultations with institutional stakeholders to support the institutional capacity assessments and identification of institutional strengthening needs;
- Identify most appropriate project interventions to strengthen institutional capacities and the institutional framework in output areas of Component 1, including further assessment or technical expertise needs,

Identify further assessment and technical expertise needs to carry out results under component 1 (preliminary TORs included)

Component 4

Support the definition of Knowledge management and communication strategies and products on SLM, CSA and watershed management aspects, tailored to users

Qualifications:

Education: graduate or post-graduate degree in agronomy or related natural sciences, sustainable land use and integrated watershed management

Experience:

- At least 4 years of experience working in the preparation and implementation of Watershed/ Landscape management, sustainable agriculture and

				<p>sustainable land use management, and related initiatives</p> <ul style="list-style-type: none"> • Good analytical skills of sustainable land use problems and threats, and experience in management solutions, including multi-stakeholder processes and integrated watershed management solutions • Experience in designing and conducting stakeholder consultations and ability of defining project strategies and interventions at different levels • Understanding of results-based management • Experience in agriculture and SLM related regulatory, policy and planning frames, coordination and information management systems • Advantage if has experience in plant propagation and germplasm collection management aspects • Advantage in experience in small island setting, especially in the Caribbean and SVG • Ability to work in multi-disciplinary teams and coordinate and feed inputs to others • Fully proficient in the following software applications: Word, Excel, PowerPoint
Local/Regional	Gender and Socioeconomic Specialist	2500	6	<p>The Gender and Socioeconomic Specialist will liaise with and feed relevant and succinct information to the Project Development Expert, in collaboration with the National Technical Expert and other experts in the PPG team. Key responsibilities will include to:</p> <ul style="list-style-type: none"> • Carry out a participatory gender analysis to fully consider the different needs, roles, benefits, impacts, risks and access to/control over resources of women and men (including considerations of intersecting categories of identity such as age, social status, ethnicity, marital status, etc.) given the project's context; appropriate measures taken to address these and promote gender equality; collect gender responsive baseline data relevant to project planning and monitoring; identify the share of female and male direct beneficiaries. • Assist in organising and conducting gender responsive stakeholder consultation sessions in order to solicit inputs and ensure both male and female stakeholder involvement and buy-in to the project. • Guide the PPG team in using participatory techniques that involve both women and men in assessments and discussions. • Ensure that all aspects of the project documents are gender responsive, working with the PPG team to devise the projects results framework and theory of change: <ul style="list-style-type: none"> ○ develop gender-responsive outcomes, baselines, targets, and indicators for the project results framework and ensure that all applicable indicators are disaggregated by sex, age and other relevant demographics; ○ ensure that gender considerations are integrated into the project's theory of change, including in the discussion of impact, assumptions, evidence and risks • Develop a Gender Analysis and Action Plan for the project with annual outputs to facilitate implementation of activities that promote gender equality and women's empowerment.

			<ul style="list-style-type: none"> • Provide inputs to the UNDP Social and Environmental Screening Procedure (SESP) including assessing potential negative impacts of the project on gender equality and specific activities to avoid, mitigate and/or minimise them, as well as opportunities for gender mainstreaming or advancing gender equality. • Undertake a stakeholder analysis to identify key stakeholder groups and individuals to be involved in the project planning process. • Based on the stakeholder analysis, linked to the SESP and potentially to an Environmental and Social Management Plan, define a Stakeholder Engagement Plan, following UNDP guidelines. • Assist the PPG team in identifying and developing partnerships with gender equality/women’s governmental institutions, local women’s NGOs/CSOs and relevant national stakeholders. • Where relevant, assist with capacity building and other aspects of project preparation to ensure gender considerations are mainstreamed into the project document. • Socioeconomic assessment, applying a gender lens: carry out the review and analysis of socioeconomic context of the project and appropriate project interventions and target communities to address socioeconomic barriers and promote sustainable livelihoods. This will include: <ul style="list-style-type: none"> ○ Detailed socioeconomic information on local communities including socioeconomic status, existing livelihood sources, etc. in and around project intervention sites; ○ Capacity needs assessment and capacity development strategy for, local communities and groups (NGOs, CBOs, CSOs) to enable meaningful participation in integrated landscape management, with biodiversity integrated, and for development of agroprocessing and alternative livelihood businesses. Coordinate outputs with CSA/SLM Expert. • Define Communications and Knowledge strategies for targeted audiences in the FSP, as per deliverables defined in component 4 of the PIF, in consultation with the PPG team and the National Working Group. • Define further technical assessments, assistance and expertise needed to support project implementation on particular deliverables on the subject matter (with preliminary TOR or task lists for support experts) <p>Qualifications: Graduate or post-graduate degree in social sciences, gender and stakeholder analysis and participatory processes</p> <p>Experience:</p> <ul style="list-style-type: none"> • Proven experience in stakeholder, gender and socio-economic analysis (using gender-oriented techniques) in community settings, as part of development initiatives • Ability to design and facilitate stakeholder consultations, document and report on results • Experience in project design and management with gender perspectives • Ability to work in multi-disciplinary teams and coordinate and feed inputs to others • Good understanding of result based management integrating gender
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