



**United Nations Development Programme**  
Country: Belize  
**PROJECT DOCUMENT**



|  |  |
|--|--|
| <b>Project Title:</b>  | <b>National Biodiversity Planning to Support the implementation of the CBD 2011-2020 Strategic Plan in Belize</b>  |
| <b>UNDAF Outcome(s):</b>   | <p>PRIORITY 3: ENVIRONMENTAL AND NATURAL RESOURCE MANAGEMENT, DISASTER RISK REDUCTION AND CLIMATE CHANGE MAINSTREAMED INTO PUBLIC POLICIES AND DEVELOPMENT PROCESSES</p> <p>Outcome 6: By 2017, Public policies and development processes are mainstreamed with cross-cutting environmental, disaster risk reduction and climate change dimensions</p> |
| <p><b>UNDP Strategic Plan Environment and Sustainable Development Primary Outcome:</b><br/>Strengthen national capacity to manage the environment in a sustainable manner while ensuring adequate protection of the poor. Mobilizing environmental financing.</p> <p><b>UNDP Strategic Plan Secondary Outcome:</b> Mainstreaming environment and energy.</p>   |  |
| <p><b>Expected CP Outcome(s):</b> National Priority: Caring for the natural environment as the source and basis of economic and social progress</p> <p><i>UNDAF/CPD Outcome: By 2017, Public policies and development processes are mainstreamed with cross-cutting environmental, disaster risk reduction and climate change dimensions.</i></p>  |  |
| <p><b>Expected CPAP Output (s):</b> Sustainable management of natural resources</p> <p><b>Project Objective:</b> To integrate Belize's obligations under the Convention on Biological Diversity (CBD) into its national development and sectoral planning frameworks through a renewed and participative 'biodiversity planning' and strategizing process, in a manner that is in line with the global guidance contained in the CBD's Strategic Plan for 2011-2020.</p> |  |
| <p><b>Executing Entity/Implementing Partner:</b> Ministry of Forestry Fisheries and Sustainable Development</p>  |  |
| <p><b>Implementing Entity/Responsible Partners:</b> Forest Department; Department of Fisheries</p>   |  |

**Brief Description**

This project is part of the second generation of Biodiversity Enabling Activities (BD EA) under the GEF. Belize has been Party to the Convention on Biological Diversity (CBD) since December 30, 1993. The project addresses the country's need to continue to fulfill its obligations under the CBD, with particular focus on the Convention's Article 6 and the CBD COP Decision X/2. Above all, the project is a significant contribution to Belize's efforts towards implementing the CBD Strategic Plan 2011-2020 at the national level. The project builds on the current status and achievements of Belize with respect to biodiversity planning and reporting. It aims to integrate Belize's obligations under the CBD into its national development and sectoral planning frameworks through a renewed and participative 'biodiversity planning' and strategizing process. This process is expected to produce measurable targets for biodiversity conservation and sustainable use. It will equally ensure that the value of ecosystems' goods and services, as well as the challenges and opportunities for ecosystem-based adaptation and resilience are taken into consideration in the process. The project will achieve its objective through the implementation of three components, whose activities are thoroughly described in the GEF approved proposal for BD EA. They are: (1) A participative stocktaking exercise on biodiversity planning takes place and national biodiversity targets are developed in response to the global Aichi Targets; (2) The NBSAP is revised/updated and it fully integrates new aspects of the CBD strategic plan, such as mainstreaming and anchoring the implementation of the plan into national development frameworks, valuing ecosystem services and promoting ecosystem-based adaptation and resilience; and (3) National frameworks for resource mobilization, Convention reporting and exchange mechanisms are strengthened.

|  |   |   |  |  |  |                     |                   |     |                    |                      |  |              |                   |        |  |         |  |
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| <p><b>Programme Period: 2007- 2012/ 2013-2017</b></p> <p><b>Atlas Award ID: 00068583</b></p> <p><b>Project ID: 00083678</b></p> <p><b>PIMS #: 4907</b></p> <p><b>Start date: September 2012</b></p> <p><b>End Date: December 2014</b></p> <p><b>Management Arrangements:</b><br/>NEX<br/>PAC Meeting Date: 15<sup>th</sup> August 2012</p> | <table border="1"> <tr> <td colspan="2"><b>[A] + [B] Total resources required USD 322,000</b></td> </tr> <tr> <td colspan="2"><b>[A] Total allocated resources USD 235,000</b></td> </tr> <tr> <td>Regular (UNDP TRAC)</td> <td><b>USD 15,000</b></td> </tr> <tr> <td>GEF</td> <td><b>USD 220,000</b></td> </tr> <tr> <td colspan="2"><b>[B] Other USD</b></td> </tr> <tr> <td>o Government</td> <td><b>USD 87,000</b></td> </tr> <tr> <td>o NGOs</td> <td></td> </tr> <tr> <td>o Other</td> <td></td> </tr> </table> | <b>[A] + [B] Total resources required USD 322,000</b> |  | <b>[A] Total allocated resources USD 235,000</b> |  | Regular (UNDP TRAC) | <b>USD 15,000</b> | GEF | <b>USD 220,000</b> | <b>[B] Other USD</b> |  | o Government | <b>USD 87,000</b> | o NGOs |  | o Other |  |
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| <b>[A] Total allocated resources USD 235,000</b>   |   |   |  |  |  |                     |                   |     |                    |                      |  |              |                   |        |  |         |  |
| Regular (UNDP TRAC)  | <b>USD 15,000</b>   |   |  |  |  |                     |                   |     |                    |                      |  |              |                   |        |  |         |  |
| GEF  | <b>USD 220,000</b>  |   |  |  |  |                     |                   |     |                    |                      |  |              |                   |        |  |         |  |
| <b>[B] Other USD</b>   |   |   |  |  |  |                     |                   |     |                    |                      |  |              |                   |        |  |         |  |
| o Government   | <b>USD 87,000</b>   |   |  |  |  |                     |                   |     |                    |                      |  |              |                   |        |  |         |  |
| o NGOs   |   |   |  |  |  |                     |                   |     |                    |                      |  |              |                   |        |  |         |  |
| o Other  |   |   |  |  |  |                     |                   |     |                    |                      |  |              |                   |        |  |         |  |

Agreed by (Government): Salamanca Date Oct 8/2012

Agreed by (Implementing Partner): Shamille Date Oct 8/2012

Agreed by (UNDP): [Signature] Date \_\_\_\_\_

# UNDP Project Document

Government of Belize  
Executing Agency: Ministry of Forestry, Fisheries and Sustainable Development (MFFSD)

United Nations Development Programme - UNDP  
Global Environment Facility - GEF

UNDP GEF PIMS no. 4907

## National Biodiversity Planning to Support the implementation of the CBD 2011-2020 Strategic Plan in Belize

### Brief description

This project is part of the second generation of Biodiversity Enabling Activities (BD EA) under the GEF. Belize has been Party to the Convention on Biological Diversity (CBD) since December 30, 1993. The project addresses the country's need to continue to fulfill its obligations under the CBD, with particular focus on the Convention's [Article 6](#) and the [CBD COP Decision X/2](#). Above all, the project is a significant contribution to Belize's efforts towards implementing the CBD Strategic Plan 2011-2020 at the national level. The project builds on the current status and achievements of Belize with respect to biodiversity planning and reporting. It aims to integrate Belize's obligations under the CBD into its national development and sectoral planning frameworks through a renewed and participative 'biodiversity planning' and strategizing process. This process is expected to produce measurable targets for biodiversity conservation and sustainable use. It will equally ensure that the value of ecosystems' goods and services, as well as the challenges and opportunities for ecosystem-based adaptation and resilience are taken into consideration in the process. The project will achieve its objective through the implementation of three components, whose activities are thoroughly described in the GEF approved proposal for BD EA. They are: (1) A participative stocktaking exercise on biodiversity planning takes place and national biodiversity targets are developed in response to the global Aichi Targets; (2) The NBSAP is revised/updated and it fully integrates new aspects of the CBD strategic plan, such as mainstreaming and anchoring the implementation of the plan into national development frameworks, valuing ecosystem services and promoting ecosystem-based adaptation and resilience; and (3) National frameworks for resource mobilization, Convention reporting and exchange mechanisms are strengthened.

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# Overview of Approved Proposal

## Sdt EA Proposal: Headings Overview (Blue Template)

### **PART I: PROJECT IDENTIFIERS**

- A. EA FRAMEWORK
- B. CO-FINANCING FOR THE EA BY SOURCE AND BY NAME
- C. GRANT RESOURCES REQUESTED BY AGENCY, FOCAL AREA AND COUNTRY
- D. EA MANAGEMENT COST

### **PART II: ENABLING ACTIVITY JUSTIFICATION**

- A. ENABLING ACTIVITY BACKGROUND AND CONTEXT
- B. ENABLING ACTIVITY GOALS AND OBJECTIVES
- C. DESCRIBE THE EA AND INSTITUTIONAL FRAMEWORK FOR PROJECT IMPLEMENTATION
- D. DESCRIBE, IF POSSIBLE, THE EXPECTED COST-EFFECTIVENESS OF THE PROJECT
- E. DESCRIBE THE BUDGETED M&E PLAN
- F. EXPLAIN THE DEVIATIONS FROM TYPICAL COST RANGES (WHERE APPLICABLE):

### **PART III: APPROVAL/ENDORSEMENT BY GEF OPERATIONAL FOCAL POINT(S) AND GEF AGENCY(IES)**

- A. RECORD OF ENDORSEMENT OF GEF OPERATIONAL FOCAL POINT(S) ON BEHALF OF THE GOVERNMENT(S):
- B. CONVENTION PARTICIPATION
- C. GEF AGENCY(IES) CERTIFICATION

**Annex A: CONSULTANTS TO BE HIRED FOR THE ENABLING ACTIVITY**

**Annex B: OPERATIONAL GUIDANCE TO FOCAL AREA ENABLING ACTIVITIES**

*-- Refer to Annex 1 for the approved proposal --*

## Acronyms

|         |   |
|---------|---|
| APR/PIR | Annual Project Review / Project Implementation Report |
| BD EA   | Biodiversity Enabling Activities                      |
| CBD     | Convention on Biological Diversity                    |
| CDR     | Combined Delivery Report                              |
| CHM     | Clearing House Mechanism                              |
| CO      | Country Office (UNDP)                                 |
| COP     | Conference of the Parties                             |
| GEF     | Global Environment Facility                           |
| NBSAP   | National Biodiversity Strategy and Action Plan        |
| PoWPA   | CBD's Programme of Work on Protected Areas            |
| QOR     | Quarterly Operational Reports                         |
| TBW     | Total Budget and Workplan                             |
| TEEB    | The Economics of Ecosystems and Biodiversity          |
| UNDP    | United Nations Development Programme                  |

## SECTION I: Elaboration of the Narrative

### PART I: Situation Analysis

#### POINT OF DEPARTURE

1. This Project Document (PRODOC) serves to operationalize at the level of UNDP and government, the proposal for Biodiversity Enabling Activities approved by the GEF on July 3, 2012. This proposal is appended to the PRODOC in **Annex 1** and the GEF CEO Letter of Approval is in **Annex 2**.
2. The project builds on the current status and achievements of Belize with respect to its obligations vis-à-vis the Convention on Biological Diversity (CBD), in particular the country's biodiversity planning and Convention reporting processes, and its commitment to implement, at the national level, the CBD's Strategic Plan for the period 2011-2020. These processes and achievements are summarised in a matrix in **Annex 1**, under the heading '**Enabling Activity Background and Context**'.
3. In particular, the NBSAP for Belize was completed in 1999.<sup>1</sup> This version of the NBSAP does not include a number of elements of the CBD Strategic Plan's Aichi Targets and newer COP guidance. The new CBD Strategic Plan, adopted at CoP-10 in 2010 in Nagoya, clearly addresses the need for updating NBSAPs, stating in Target 17 that "By 2015, each Party has developed, adopted as a policy instrument, and has commenced implementing an effective, participatory and updated national biodiversity strategy and action plan." The strategic plan also covers a range of issues that will need to be incorporated into the revised NBSAPs, including guidance to countries to: a) fully realise the value of biodiversity and ecosystem services, and incorporate these values into national and local development and poverty reduction strategies (Targets 1 and 2); b) increase the global terrestrial protected area estate from 12% to 17% and the marine estate from 6% to 10% (Target 11); c) restore and safeguard key ecosystem services, especially for water, health and livelihoods (Target 14); and d) strengthen ecosystem resilience to climate change and promote ecosystem-based approaches to climate change adaptation and mitigation (Target 15).
4. The achievements and shortcomings of previous biodiversity planning processes in Belize are described in the GEF proposal (**Annex 1**), under heading '**The Baseline Project: The Current NBSAP and the new CBD Strategic Plan**'.
5. Together, all of the above elements constitute the 'Point of Departure' and general context for the current Biodiversity Enabling Activities project of Belize.

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<sup>1</sup> See [www.cbd.int/reports/search](http://www.cbd.int/reports/search)

## STAKEHOLDER ANALYSIS AND ENGAGEMENT

6. There is an extensive body of guidance explaining how those responsible for biodiversity planning can approach the task of identifying stakeholders. In its guidance to Parties on the organization of NBSAPs and preparation of national reports, the COP has repeatedly stressed that, if the necessary transition from biodiversity planning to biodiversity implementation is to be made, then everyone with a stake in the outcome of the NBSAP needs to be engaged.

7. The stakeholder engagement process in Belize will start with the CBD national focal points, the NBSAP responsible authorities, the Forestry and Fisheries Departments of the Ministry of Forestry Fisheries and Sustainable Development; and thereafter it will expand to include a much broader range of national actors. Developing and implementing Belize's NBSAP will be a widely inclusive and participative process.

8. A national steering committee and one or more working groups will be proposed for accompanying the process of developing national targets, updating the NBSAP and preparing the national reports. As far as possible, the steering committee will include both state and non-state representatives from a wide range of sectors including agriculture, forestry, fishing, tourism, environmental management, biodiversity conservation and rural development. Below is an overview of the potential role of different stakeholders and the rationale for their involvement in the project.

*Table 1. Stakeholder Matrix*

| Sector                      | Agency/department   | Potential role in the project and rationale for involvement   |
|-----------------------------|---|---|
| Biodiversity conservation   | <ul style="list-style-type: none"> <li>○ Department of Environment</li> <li>○ National Protected Areas Secretariat</li> <li>○ Protected Areas Conservation Trust</li> <li>○ National Biodiversity Advisory Committee</li> </ul> | The participants from this designated sector represent key state actors in planning and management of biodiversity in Belize. These participants are expected to contribute to the definition of national indicators and targets as well as participate in the update of the NBSAP.   |
| Sustainable agriculture     | <ul style="list-style-type: none"> <li>○ Belize Agricultural Health Authority (BAHA)</li> <li>○ Department of Agriculture</li> </ul>  | The named participants are responsible for national policies regarding sustainable agriculture. These individuals are expected to tie the national biodiversity strategy with the approved national Sustainable agriculture strategy as well as ongoing policy actions to update policies including the national irrigation policy. |
| Climate change              | <ul style="list-style-type: none"> <li>○ National Climate Change Committee</li> </ul>   | The NCCC was legislated as lead in advising national policies and strategies relating to CC. This entity is expected to participate in the NBSAP update ensuring linkages to the CC agenda.   |
| Private Sector and Academia | <ul style="list-style-type: none"> <li>○ Belize Chamber of Commerce and Industry</li> <li>○ University of Belize Environmental Research Institute</li> </ul>  | UB ERI has currently entered into agreement with the government of Belize to establish a national repository of Biodiversity data, there participation in defining national biodiversity indicators are integral to this process.   |



| Sector                                  | Agency/department   | Potential role in the project and rationale for involvement   |
|---|---|---|
|   |   | BCCI represents private sector development interest in country. Their contribution to the development of the NBSAP is integral in ensuring a sustainable system.  |
| Non-governmental Organizations          | <ul style="list-style-type: none"> <li>○ National Chapter of the MesoAmerican Society for Biodiversity and Conservation</li> </ul>  | The named non governmental is active in country and key in the networking of biodiversity management functionalities as well as coordinating the research and monitoring actions of its membership.   |
| National Non-governmental Organizations | <ul style="list-style-type: none"> <li>○ Association of Protected Areas Management Organization (NGO)</li> <li>○ Belize Association of Private Protected Areas (NGO)</li> </ul>   | The named national umbrella non governmentals are principals in the management of the national protected areas network. The memberships of these orgs are responsible for a large cross section of biodiversity monitoring work in country. It is expected that these agencies will work to inform the entire process of indicator and target setting as well as the updating of the NBSAP. |
| National Finance and Budgeting          | Ministry of Finance & Economic Development  | The MFED is responsible for the national planning agenda and the allocation of support budget to Ministries. It is important for their inclusion of the entire planning process particularly in the development of the national strategy and actionable programme as a means of guaranteeing national support.  |
| Sustainable development                 | <ul style="list-style-type: none"> <li>○ Ministry of Forestry , Fisheries and Sustainable Development</li> <li>○ Ministry of Rural Development</li> <li>○ Ministry of Natural Resources and Agriculture</li> <li>○ Ministry of Tourism</li> </ul> | The listed ministries all play roles in supporting the national sustainable development agenda. Their participation in the entire process of planning is key.   |
| Energy                                  | Ministry of Energy, Science Technology and Public Utilities   | The new mandate of the MESTPU includes the exploitation of biodiversity in energy production. Their input in the NBSAP is important.  |
| Fisheries                               | Department of Fisheries   | Biodiversity Lead entity. Will lead the processes outlined in PRODOC  |
| Forestry                                | Department of Forestry  | Biodiversity Lead entity. Will lead the processes outlined in PRODOC  |

## PART II: Strategy

### PROJECT GOAL, OBJECTIVE, OUTCOMES AND OUTPUTS/ACTIVITIES

9. **The project's goal** is to enable **Belize** to integrate its CBD obligations into national planning processes, in light of the CBD's Strategic Plan 2011-2020.

10. **The project objective** is to integrate Belize’s obligations under the Convention on Biological Diversity (CBD) into its national development and sectoral planning frameworks through a renewed and participative ‘biodiversity planning’ and strategizing process, in a manner that is in line with the global guidance contained in the CBD’s Strategic Plan for 2011-2020.

11. In order to achieve the above objective, three ‘outcomes’ (corresponding to GEF components) are expected from the project:

- Outcome 1 – A participative stocktaking exercise on biodiversity planning takes place and national biodiversity targets are developed in response to the global Aichi Targets
- Outcome 2 – The NBSAP is revised/updated and it fully integrates new aspects of the CBD strategic plan, such as mainstreaming and anchoring the implementation of the plan into national development frameworks, valuing ecosystem services and promoting ecosystem-based adaptation and resilience
- Outcome 3 – National frameworks for resource mobilization, Convention reporting and exchange mechanisms are established and strengthened

12. The Outcomes of the project, as well as the expected outputs and activities under those, are thoroughly described in the GEF proposal in **Annex 1**.

## PROJECT RISKS

*Table 2. Project Risks Assessment and Mitigation Measures*

| IDENTIFIED RISKS  | RISK ASSESSMENT | MITIGATION MEASURES  | DATE OF RECORDING OF RISK IN ATLAS |
|---|-----------------|--|------------------------------------|
| Delay in start-up of the project activities   | L               | The necessary institutional arrangements for this project will be initiated at an early stage before the official launch of the project                                    | [complete]                         |
| Low buy-in from the main stakeholders   | L               | A communication strategy will be developed at the initial stage of the project and organizations with a long-stand experience in public consultations will be involved.    | [complete]                         |
| Lack of political will to include vital areas in the strategy for fear of upsetting some part of society. | L               | Sensible issues will be publicly consulted without a delay through a well-developed public awareness campaign  | [complete]                         |
| Difficulties in procuring good and services from the local companies                                      | L               | A procurement plan prepared at an early stage of the project preparation should mitigate the risk related to delayed procurement of services and goods.                    | [complete]                         |
| Limited human and technical capacity to   | [Moderate]      | [The MINAM will nominate a high level official who will serve as the National Project Director (NPD) for the project implementation. The Project Director will be a senior | [complete]                         |

| IDENTIFIED RISKS  | RISK ASSESSMENT | MITIGATION MEASURES  | DATE OF RECORDING OF RISK IN ATLAS |
|---|-----------------|--|------------------------------------|
| implement the project   |                 | government official with extensive experience in biodiversity conservation. S/he will be supported by an Enabling Activities Advisor with prior experience in biodiversity planning. The NPD will be technically supported by the Enabling Activities Technical Manager and his/her team, as well as by the UNDP's technical backstopping provided by the UNDP/GEF Regional Technical Advisor responsible for the project and the UNDP Environment Focal Point at the Country Office The NBSAP Lead Consultant will also technically lead the development of the NBSAP.]   |                                    |
| Inability to reach consensus among the various stakeholders on an agreed strategy and action plan                 | [Low]           | The Enabling Activities Technical Manager will establish and convene a wider working group (or several thematic working groups to be defined) to oversee a robust consultative process that engages representatives from key sectors, administrative leaders, and traditionally under-represented groups. Within this working group, the specialist sub-group will work more closely with the lead NBSAP consultant to support the development of specific products under this project and ensure the broad participation  | [complete]                         |
| Lack of willingness to share available biodiversity conservation outside environmental ministries and authorities | [Low]           | An effective, user-friendly and easily updatable country-driven CHM site will be developed and linked up to the CBD's global CHM networks and to other information and knowledge exchange network on biodiversity. It will be beneficial to all stakeholders and users that provide information. This will include advance information search, discovery, and retrieval and dissemination functions. Also uniform identity attributes, information security standards, information access rules, user authorization and access control will be put in place to promote common trust. Tools and incentives will be developed to collaborate and share knowledge and expertise and information | [complete]                         |

### PART III: Management Arrangements

13. The institutional and management arrangements for this project are described in the GEF proposal in **Annex 1** under the heading Part II-C for Sdt EA Proposals and '**Project Implementation Arrangement**'.

14. In the applicable descriptions in **Annex 1**, a Project Steering Committee (PSC) is proposed to serve as the project's coordination and decision-making body. The Committee will equally function as the 'Project Board', as per guidance in UNDP's Programme and Operations Policies and Procedures (POPP). The following will be the composition of the PSC for the project:

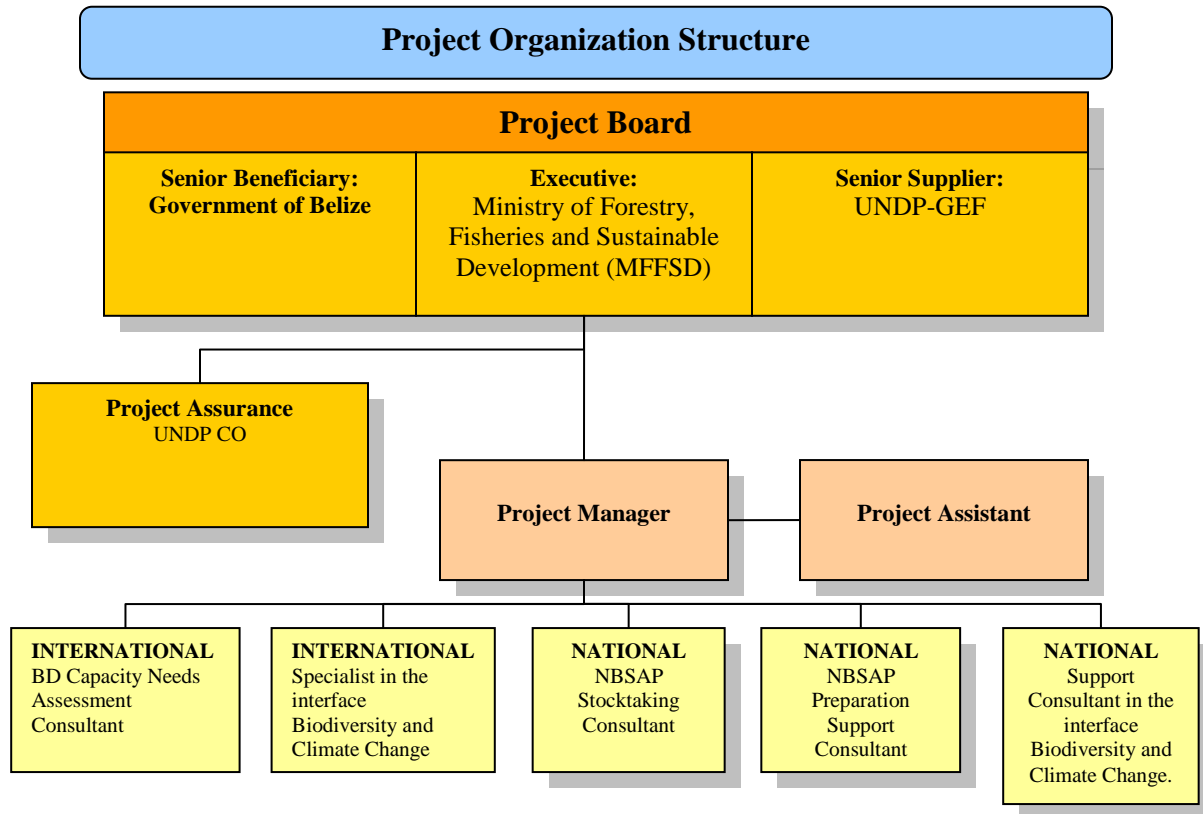
**Ministry of Forestry, Fisheries and Sustainable Development (CHAIR)**  
**Forest Department (Secretariat)**  
**Fisheries Department**  
**National Biodiversity Advisory Committee**  
**University of Belize Environmental Research Institute**  
**Ministry of Economic Development**

**Rural Development Department  
Ministry of Tourism  
National Protected Areas Secretariat**

15. Until the PSC has met and has deliberated, the following are the proposed TOR for the Committee :

- Provide policy and strategic oversight and support to the implementation of the project, in particular to the process of updating the NBSAP, developing the country's CHM and of completing and submitting national reports to the CBD with full government endorsement.
- Advise and ensure stakeholder involvement on matters of biodiversity sectoral and development mainstreaming, biodiversity valuation and on the nexus biodiversity-climate change.
- Review and approve project's annual workplans, as well as other project planning and implementation instruments.
- Provide inputs to the projects' APR/PIR.
- Support project evaluations, if applicable
- Deliberate on the TOR and membership for other committees and working groups that are expected contribute to the implementation of project activities and the achievement of its outcomes.
- Any other relevant task as applicable.

16. Besides the roles and responsibilities of different stakeholders outlined in this PRODOC and in the approved proposal in **Annex 1**, the following project diagram represents the expected key relationships governing the project.



17. **Project Board** is responsible for making management decisions for a project in particular when guidance is required by the Project Manager. The Project Board plays a critical role in project monitoring and evaluations by quality assuring these processes and products, and using evaluations for performance improvement, accountability and learning. It ensures that required resources are committed and arbitrates on any conflicts within the project or negotiates a solution to any problems with external bodies. In addition, it approves the appointment and responsibilities of the Project Manager and any delegation of its Project Assurance responsibilities. Based on the approved Annual WorkPlan, the Project Board can also consider and approve the quarterly plans (if applicable) and also approve any essential deviations from the original plans.

18. In order to ensure UNDP’s ultimate accountability for the project results, Project Board decisions will be made in accordance to standards that shall ensure management for development results, best value money, fairness, integrity, transparency and effective international competition. In case consensus cannot be reached within the Board, the final decision shall rest with the UNDP Project Manager.

19. **Project Manager:** The Project Manager (PM) has the authority to run the project on a day-to-day basis on behalf of the Implementing Partner within the constraints laid down by the

Board. The Project Manager's prime responsibility is to ensure that the project produces the results specified in the project document, to the required standard of quality and within the specified constraints of time and cost.

20. **Project Support:** The Project Support role provides project administration, management and technical support to the Project Manager as required by the needs of the individual project or Project Manager.

21. **Audit:** The project will undergo annual audit by a certified auditor according to UNDP rules and regulations.

## **PART IV: Monitoring and Evaluation Plan and Budget**

### **MONITORING AND REPORTING**

22. At the initial stage of the project, the project Monitoring and Evaluation system, composed of following components will be developed:

- a) Monitoring plan, with defined benchmarks, indicators and targets, based on results and resources framework to be developed by the PM/coordinator in consultation with relevant UNDP programme staff;
- b) Risk, issues and quality logs to be created by the PM and relevant program officer;
- c) Quarterly project planning (with detailed activities and budget) and reporting to be conducted by the PMU;
- d) Quarterly project reporting and monitoring, conducted by the PMU and the Project Board (also to include risk and issues monitoring and development of lessons learned reports);
- e) Annual project planning (with general activities and budget) and reporting to be conducted by the PMU;
- f) Annual project review to be conducted by the Executive Board on the basis of monitoring reports and products prepared by the project (also to include proposal for eventual changes to the project strategy or even project revision)

23. All main reports will be compiled by the PMU and endorsed by the Project Board. Regular financial reports will be submitted to UNDP according to the UNDP financial rules and regulations. The M&E System should include standardized formats (aligned with UNDP procedures and formats) for the following documents:

- quarterly stage plan
- quarterly progress report, including financial report (End of Stage Reports)
- quarterly monitoring report, including risk monitoring report
- quarterly lessons learned report
- annual action plan (Annual Operation Plan- AOP)
- annual report, including financial report<sup>2</sup> (Abridged PIR)
- the simplified Biodiversity Enabling Activities Annual Project Review / Project Implementation Report (APR/PIR)
- PMU monthly workplans and progress reports (Highlight reports)

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<sup>2</sup> Biodiversity Enabling Activities use an abridged

- task reports (Work package Reports)
- final report, including lessons learned

## COMMUNICATIONS AND VISIBILITY REQUIREMENTS

24. Full compliance is required with UNDP's Branding Guidelines. These can be accessed at <http://intra.undp.org/coa/branding.shtml>, and specific guidelines on UNDP logo use can be accessed at: <http://intra.undp.org/branding/useOfLogo.html>. Amongst other things, these guidelines describe when and how the UNDP logo needs to be used, as well as how the logos of donors to UNDP projects needs to be used. For the avoidance of any doubt, when logo use is required, the UNDP logo needs to be used alongside the GEF logo. The GEF logo can be accessed at: [www.thegef.org/gef/GEF logo](http://www.thegef.org/gef/GEF%20logo). The UNDP logo can be accessed at <http://intra.undp.org/coa/branding.shtml>.

25. Full compliance is also required with the GEF's Communication and Visibility Guidelines (the "GEF Guidelines"). The GEF Guidelines can be accessed at: [www.thegef.org/gef/sites/thegef.org/files/documents/C.40.08 Branding the GEF%20final 0.pdf](http://www.thegef.org/gef/sites/thegef.org/files/documents/C.40.08%20Branding%20the%20GEF%20final%200.pdf). Amongst other things, the GEF Guidelines describe when and how the GEF logo needs to be used in project publications, vehicles, supplies and other project equipment. The GEF Guidelines also describe other GEF promotional requirements regarding press releases, press conferences, press visits, visits by Government officials, productions and other promotional items.

26. Where other agencies and project partners have provided support through co-financing, their branding policies and requirements should be similarly applied.

## PART V: Legal Context

27. This document together with the CPAP signed by the Government and UNDP which is incorporated by reference constitute together a Project Document as referred to in the SBAA] and all CPAP provisions apply to this document.

28. Consistent with the Article III of the Standard Basic Assistance Agreement, the responsibility for the safety and security of the implementing partner and its personnel and property, and of UNDP's property in the implementing partner's custody, rests with the implementing partner.

29. The implementing partner shall:
- a) put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the project is being carried;
  - b) assume all risks and liabilities related to the implementing partner's security, and the full implementation of the security plan.

30. UNDP reserves the right to verify whether such a plan is in place, and to suggest modifications to the plan when necessary. Failure to maintain and implement an appropriate security plan as required hereunder shall be deemed a breach of this agreement.

31. The implementing partner agrees to undertake all reasonable efforts to ensure that none of the UNDP funds received pursuant to the Project Document are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts provided by UNDP hereunder do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999). The list can be accessed via <http://www.un.org/Docs/sc/committees/1267/1267ListEng.htm>. This provision must be included in all sub-contracts or sub-agreements entered into under this Project Document.



## SECTION II: Project Results Framework and GEF Increment

### PART I: Indicator Framework and Project Outputs

| Objective/ Outcome   | Indicator  | Baseline            | End of Project target | Source of Information             | Risks and assumptions |                                      |                              |                             |   |  |   |       |   |   |   |   |
|--|--|---------------------|-----------------------|-----------------------------------|-----------------------|--------------------------------------|------------------------------|-----------------------------|---|--|---|-------|---|---|---|---|
| <p><b>Objective</b> – To integrate Belize’s obligations under the Convention on Biological Diversity (CBD) into its national development and sectoral planning frameworks through a renewed and participative ‘biodiversity planning’ and strategizing process, aligning the results of the process to the global guidance contained in the CBD’s Strategic Plan for 2011-2020.</p>  | <p>The inclusion of measurable biodiversity conservation and sustainable use targets into the following <u>sectoral</u> planning frameworks:</p> <table border="1"> <tr><td>Agriculture,</td></tr> <tr><td>Forestry</td></tr> <tr><td>Hunting</td></tr> <tr><td>Livestock</td></tr> <tr><td>Tourism, Trade, Travel and Transport</td></tr> <tr><td>Energy</td></tr> <tr><td>Fishery</td></tr> <tr><td>Mining</td></tr> <tr><td>Oil and Gas</td></tr> <tr><td>Development Planning &amp; Finance</td></tr> <tr><td>Water</td></tr> </table> | Agriculture,        | Forestry              | Hunting                           | Livestock             | Tourism, Trade, Travel and Transport | Energy                       | Fishery                     | Mining  | Oil and Gas  | Development Planning & Finance  | Water | <p>No agreed upon targets available in order to measure the loss of biodiversity and ecosystem functionality in the sectors in indicator table.</p> | <ul style="list-style-type: none"> <li>By 2014, national targets have been defined for measuring the integration of biodiversity conservation and sustainable use in the sectors prioritised in the first 6 months of project</li> <li>Specific targets defined for agriculture</li> <li>All targets are included in the national planning frameworks of the sectors, where available.</li> </ul> | <p>Approved NBSAP Annual budgets and workplans of sectors</p> | <p>Effective cooperation from relevant agencies and departments enable biodiversity conservation targets limits to be mainstreamed into relevant sectors .</p> <p>Environmental protection remains a priority of the government of Belize.</p> <p>All relevant stakeholders will agree to proposed targets.</p> |
|  | Agriculture,   |                     |                       |                                   |                       |                                      |                              |                             |   |  |   |       |   |   |   |   |
| Forestry   |  |                     |                       |                                   |                       |                                      |                              |                             |   |  |   |       |   |   |   |   |
| Hunting  |  |                     |                       |                                   |                       |                                      |                              |                             |   |  |   |       |   |   |   |   |
| Livestock  |  |                     |                       |                                   |                       |                                      |                              |                             |   |  |   |       |   |   |   |   |
| Tourism, Trade, Travel and Transport   |  |                     |                       |                                   |                       |                                      |                              |                             |   |  |   |       |   |   |   |   |
| Energy   |  |                     |                       |                                   |                       |                                      |                              |                             |   |  |   |       |   |   |   |   |
| Fishery  |  |                     |                       |                                   |                       |                                      |                              |                             |   |  |   |       |   |   |   |   |
| Mining   |  |                     |                       |                                   |                       |                                      |                              |                             |   |  |   |       |   |   |   |   |
| Oil and Gas  |  |                     |                       |                                   |                       |                                      |                              |                             |   |  |   |       |   |   |   |   |
| Development Planning & Finance   |  |                     |                       |                                   |                       |                                      |                              |                             |   |  |   |       |   |   |   |   |
| Water  |  |                     |                       |                                   |                       |                                      |                              |                             |   |  |   |       |   |   |   |   |
| <p>The inclusion of measurable biodiversity conservation and sustainable use targets into the following <u>development</u> frameworks:</p> <table border="1"> <tr><td>Land-use management, including spatial and infrastructural development planning</td></tr> <tr><td>Development finance</td></tr> <tr><td>Poverty alleviation</td></tr> <tr><td>Rural development and livelihoods</td></tr> <tr><td>Food security</td></tr> <tr><td>Gender</td></tr> <tr><td>Climate change mainstreaming</td></tr> <tr><td>Population &amp; urban planning</td></tr> </table> | Land-use management, including spatial and infrastructural development planning  | Development finance | Poverty alleviation   | Rural development and livelihoods | Food security         | Gender                               | Climate change mainstreaming | Population & urban planning | <ul style="list-style-type: none"> <li>No agreed targets to measure the integration of biodiversity and sustainable development into the main development frameworks of Belize</li> <li>No monitoring and evaluation system for the strategy and no clear targets or indicators were set for it.</li> </ul> | <p>By 2014, all the main development sector/areas considers biodiversity conservation and sustainable use in their development decisions and it is being monitored by system established under outcome 3</p> | <ul style="list-style-type: none"> <li>Approved NBSAP</li> <li>Annual budgets and work plans</li> <li>Monitoring reports</li> </ul> |       |   |   |   |   |
| Land-use management, including spatial and infrastructural development planning  |  |                     |                       |                                   |                       |                                      |                              |                             |   |  |   |       |   |   |   |   |
| Development finance  |  |                     |                       |                                   |                       |                                      |                              |                             |   |  |   |       |   |   |   |   |
| Poverty alleviation  |  |                     |                       |                                   |                       |                                      |                              |                             |   |  |   |       |   |   |   |   |
| Rural development and livelihoods  |  |                     |                       |                                   |                       |                                      |                              |                             |   |  |   |       |   |   |   |   |
| Food security  |  |                     |                       |                                   |                       |                                      |                              |                             |   |  |   |       |   |   |   |   |
| Gender   |  |                     |                       |                                   |                       |                                      |                              |                             |   |  |   |       |   |   |   |   |
| Climate change mainstreaming   |  |                     |                       |                                   |                       |                                      |                              |                             |   |  |   |       |   |   |   |   |
| Population & urban planning  |  |                     |                       |                                   |                       |                                      |                              |                             |   |  |   |       |   |   |   |   |

| Objective/ Outcome   | Indicator   | Baseline  | End of Project target   | Source of Information  | Risks and assumptions   |
|--|---|---|---|--|---|
|  |   | <ul style="list-style-type: none"> <li>• Previous NBSAP outdated poorly disseminated impeding mainstreaming of targets</li> </ul>   |   |  |   |
| <b>Outcome 1</b> – Stocktaking and national target setting | Output 1.1  | Review and stocktaking of products and results from previous biodiversity planning processes at the national level are carried out in participative manner.   |   |  |   |
|  | Output 1.2  | In response to the global Aichi Targets, national biodiversity targets are developed in a manner that is attuned to Belize’s reality.   |   |  |   |
|  | Output 1.3  | The achievement of national targets, developed in line with the global Aichi Targets, is duly monitored during the project duration and beyond, and this is reported upon to the CBD through national reports and other means.  |   |  |   |
|  | - By end of 2012, a multi-sectoral/multi-stakeholder working group is established and it completes the stock-taking exercise. | No working group is established   | By end of 2012, a multi-sectoral/multi-stakeholder working group is established and it completes the stock-taking exercise. | Project reports<br>CBD National Reports  | Risk: Low willingness of some of the key stakeholders to participate<br>Assumption: Close cooperation with on-going UNDP-GEF Protected Areas System Project   |
|  | - By 2012, national targets in response to the global Aichi Targets are developed.  | No national targets have been developed   | By 2012, national targets in response to the global Aichi Targets are developed.  | Project reports<br>CBD National Reports<br>Official gazette (e.g. on PA establishment) | Risk: The framework of the global Aichi targets are known by a limited number of specialists<br>Assumption: Consultation of the new National Environment Strategy (under development) should increase the awareness on the global Aichi Targets |
| <b>Outcome 2</b> – NBSAP update                            | Output 2.1  | Exploring and costing options for Ecosystem-based adaptation to climate change in Belize  |   |  |   |
|  | Output 2.2  | Updating of Belize’s National Biodiversity Strategy and Action Plan (NBSAP) anchored into national development frameworks. The NBSAP fully integrates new aspects of the CBD strategic plan, such as: (i) mainstreaming; (ii) the valuing of ecosystem goods and services; and (iii) the incorporation of challenges and opportunities linked to ecosystem-based adaptation and resilience. |   |  |   |

| Objective/ Outcome   | Indicator  | Baseline   | End of Project target   | Source of Information   | Risks and assumptions   |
|--|--|--|---|---|---|
|  | Output 2.3 The updated and fully endorsed NBSAPs for Belize is submitted to the CBD within the deadline set by the COP.  |  |   |   |   |
|  | - By early 2014, the Belize NBSAP is fully updated, it is in line with the guidance in the CBD Strategic Plan (2011-2020) and has been submitted to the CBD COP  | NBSAP is out of date and does not consider newer guidance  | By early 2014, the Belize's NBSAP is fully updated, it is in line with the guidance in the CBD Strategic Plan (2011-2020) and has been submitted to the CBD COP | CBD Website.  | Risk: Lack of political will to include vital areas in the strategy<br>Assumption: Early consultation of sensible areas with all stakeholders |
| <b>Outcome 3</b> – National frameworks for NBSAP implementation, CDB reporting and exchange mechanisms           | Output 3.1 National frameworks for NBSAP implementation is in place and includes: (i) institutional leadership for implementation is established and strategic partnerships forged (nationally and internationally); (ii) a costed and prioritized Action Plan is appended to the NBS; (iii) needs assessments on capacity, technology and finance are carried out; and (iv) a strategy for resource mobilization for the implementation of the NBSAP is produced and includes a baseline assessment of existing biodiversity finance. |  |   |   |   |
|  | Output 3.2 A permanent framework for CDB reporting is established and receives recurrent funding from government and other sources according to needs and in a timely manner; such framework may include: institutional anchoring, the statutory establishment of technical committees, facilities and arrangements in place for data sourcing and monitoring, etc.  |  |   |   |   |
|  | Output 3.3. Immediate CBD reporting obligations are met by Belize in a timely manner, in particular the Fifth National Report to the CBD by 31 March 2014.   |  |   |   |   |
|  | - By 2013, negotiate with local partners a suitable arrangement for hosting of a CHM   | CHM is not kept up to date and is not linked up to the CBD's global CHM networks and to other information and knowledge exchange network. <b>[amend if applicable]</b> | By 2013, the national CHM is complete the kept up-to-date and has been improved   | CBD Website<br>CHM national site(s)   | Risk: Weak financial framework for implementation of the NBSAP<br>Assumption: Biodiversity conservation is a priority for Belize              |
| - By 2014, complete plan for implementing the NBSAP, including capacity, technology and finance needs assessment | No framework exists  | By 2014, a complete plan for implementing the NBSAP, including capacity, technology and finance needs assessment, has been produced and underpins NBSAP implementation | Project APR/PIR<br>Biodiversity Support Programme<br>Website  | Risk: Late submission of the 5th National report to CBD<br>Assumption: Sound Plan of Activities developed by the PM at early stages of project initiation |   |

32. A detailed activity list and a chronogram of activities per output will be finalised / updated upon project inception.

## SECTION III: Total Budget and Workplan

|                     |                             |
|---------------------|-----------------------------|
| <b>Award ID:</b>    | 00068583                    |
| <b>Project ID:</b>  | 00083678                    |
| <b>Award Title:</b> | PIMS 4907 GEF5 BD EA Belize |

|  |  |
|--|--|
| <b>Business Unit:</b>                          | SLV10  |
| <b>Project Title:</b>                          | National Biodiversity Planning to Support the implementation of the CBD 2011-2020 Strategic Plan in Belize |
| <b>Implementing Partner (Executing Agency)</b> | Ministry of Forestry, Fisheries and Sustainable Development (MFFSD)  |

| GEF Component (Outcome) /Atlas Activity  | Impl. Agent | Fund ID           | Donor Name | ERP / ATLAS Code  | Atlas Budget Description        | TOTAL Amount (USD) | Amount Year 1 (USD) | Amount Year 2 (USD) | Amount Year 3 (USD) | Budget Notes |
|--|-------------|-------------------|------------|-------------------|---------------------------------|--------------------|---------------------|---------------------|---------------------|--------------|
| 1. Stocktaking & National target setting   | NEX         | 62000             | GEF-10003  | 71300             | Local Consultants               | 5,500              | 3,500               | 2,000               | 0                   | a            |
|  | NEX         | 62000             | GEF-10003  | 71300             | Local Consultants               | 15,000             | 10,000              | 5,000               | 0                   | b            |
|  | NEX         | 62000             | GEF-10003  | 71600             | Travel                          | 3,500              | 2,000               | 1,500               | 0                   | c            |
|  | NEX         | 62000             | GEF-10003  | 72200             | Equipment and Furniture         | 2,000              | 2,000               | 0                   | 0                   | d            |
|  | NEX         | 62000             | GEF-10003  | 72400             | Communic & Audio Visual Equip   | 2,000              | 1,000               | 1000                | 0                   | e            |
|  | NEX         | 62000             | GEF-10003  | 72800             | Information Technology Equipmt  | 2,000              | 2,000               | 0                   | 0                   | f            |
| <b>GEF Subtotal Atlas Activity 2 (Comp 2)</b>  |             |                   |            |                   |                                 | <b>30,000</b>      | <b>20,500</b>       | <b>9,500</b>        | <b>0</b>            |              |
| <b>TOTAL ACTIVITY 1 (Comp 1)</b>   |             |                   |            |                   |                                 | <b>30,000</b>      | <b>20,500</b>       | <b>9,500</b>        | <b>0</b>            |              |
| 2. NBSAP update  | NEX         | 62000             | GEF-10003  | 71200             | International Consultants       | 25,000             | 0                   | 25,000              | 0                   | g            |
|  | NEX         | 62000             | GEF-10003  | 71300             | Local Consultants               | 24,500             | 0                   | 20,000              | 4,500               | a            |
|  | NEX         | 62000             | GEF-10003  | 71600             | Travel                          | 10,000             | 2,000               | 5,000               | 3,000               | c            |
|  | NEX         | 62000             | GEF-10003  | 72100             | Contractual Services-Companies  | 7,000              | 0                   | 5,000               | 2,000               | h            |
|  | NEX         | 62000             | GEF-10003  | 72400             | Communic & Audio Visual Equip   | 4,000              | 1,000               | 2,000               | 1,000               | e            |
|  | NEX         | 62000             | GEF-10003  | 72500             | Supplies                        | 3,000              | 1,000               | 1,000               | 1,000               | i            |
|  | NEX         | 62000             | GEF-10003  | 74200             | Audio Visual & Print Prod Costs | 5000               | 0                   | 3000                | 2000                | j            |
|  | NEX         | 62000             | GEF-10003  | 74500             | Miscellaneous                   | 1,500              | 500                 | 500                 | 500                 | m            |
| <b>GEF Subtotal Atlas Activity 2 (Comp 2)</b>  |             |                   |            |                   |                                 | <b>80,000</b>      | <b>4,500</b>        | <b>61,500</b>       | <b>14,000</b>       |              |
| NEX  | 04000       | UNDP TRAC - 00012 | 71300      | Local Consultants | 10,000                          |                    | 10,000              |                     | r                   |              |
| <b>TRAC Subtotal Atlas Activity 2 (Comp 2)</b>   |             |                   |            |                   |                                 | <b>10,000</b>      |                     | <b>10,000</b>       |                     |              |
| <b>TOTAL ACTIVITY 2 (Comp 2)</b>   |             |                   |            |                   |                                 | <b>90,000</b>      | <b>4,500</b>        | <b>71,500</b>       | <b>14,000</b>       |              |
| 3. National frameworks for NBSAP implementation, CDB reporting and exchange mechanisms | NEX         | 62000             | GEF-10003  | 71200             | International Consultants       | 25,000             | 0                   | 15,000              | 10,000              | k            |
|  | NEX         | 62000             | GEF-10003  | 71300             | Local Consultants               | 10,000             | 0                   | 5,000               | 5,000               | a            |
|  | NEX         | 62000             | GEF-10003  | 71300             | Local Consultants               | 20,000             | 0                   | 10,000              | 10,000              | l            |
|  | NEX         | 62000             | GEF-10003  | 71600             | Travel                          | 7,500              | 0                   | 4,000               | 3,500               | c            |
|  | NEX         | 62000             | GEF-10003  | 72100             | Contractual Services-Companies  | 10,000             | 0                   | 5,000               | 5,000               | h            |
|  | NEX         | 62000             | GEF-10003  | 72400             | Communic & Audio Visual Equip   | 5,000              | 1,000               | 2,500               | 1,500               | e            |
|  | NEX         | 62000             | GEF-10003  | 72800             | Information Technology Equipmt  | 5,500              | 5,500               | 0                   | 0                   | f            |
|  | NEX         | 62000             | GEF-10003  | 74200             | Audio Visual&Print Prod Costs   | 5,000              | 0                   | 0                   | 5,000               | j            |
|  | NEX         | 62000             | GEF-10003  | 74500             | Miscellaneous                   | 2,000              | 0                   | 1,000               | 1,000               | m            |
| <b>GEF Subtotal Atlas Activity 3 (Comp 3)</b>  |             |                   |            |                   |                                 | <b>90,000</b>      | <b>6,500</b>        | <b>42,500</b>       | <b>41,000</b>       |              |

| GEF Component (Outcome) /Atlas Activity          | Impl. Agent                                     | Fund ID | Donor Name        | ERP / ATLAS Code | Atlas Budget Description       | TOTAL Amount (USD) | Amount Year 1 (USD) | Amount Year 2 (USD) | Amount Year 3 (USD) | Budget Notes |  |
|--|---|---------|-------------------|------------------|--------------------------------|--------------------|---------------------|---------------------|---------------------|--------------|--|
| <b>TOTAL ACTIVITY 3 (Comp 3)</b>                 |   |         |                   |                  |                                | <b>90,000</b>      | <b>6,500</b>        | <b>42,500</b>       | <b>41,000</b>       |              |  |
| 4. Project Mgt                                   | NEX   | 62000   | GEF-10003         | 71300            | Local Consultant               | 5,000              | 2,500               | 2,500               | 0                   | n            |  |
|  | NEX   | 62000   | GEF-10003         | 71600            | Travel                         | 2,500              | 750                 | 1,000               | 750                 | c            |  |
|  | NEX   | 62000   | GEF-10003         | 72200            | Equipment and Furniture        | 4,500              | 4,500               | 0                   | 0                   | p            |  |
|  | NEX   | 62000   | GEF-10003         | 72800            | Information Technology Equipmt | 3,000              | 3,000               | 0                   | 0                   | q            |  |
|  | NEX   | 62000   | GEF-10003         | 74100            | Professional Services          | 5,000              | 0                   | 0                   | 5,000               | o            |  |
|  | <b>GEF Subtotal Atlas Activity 4 (Proj Mgt)</b> |         |                   |                  |                                |                    | <b>20,000</b>       | <b>10,750</b>       | <b>3,500</b>        | <b>5,750</b> |  |
|  | NEX   | 04000   | UNDP TRAC - 00012 | 71300            | Local Consultants              | 5,000              |                     | 2,500               | 2,500               | n            |  |
| <b>TRAC Subtotal Atlas Activity 4 (Proj Mgt)</b> |   |         |                   |                  |                                | <b>5,000</b>       | <b>2,500</b>        | <b>2,500</b>        |                     |              |  |
| <b>TOTAL ACTIVITY 4 (Proj Mgt)</b>               |   |         |                   |                  |                                | <b>25,000</b>      | <b>13,250</b>       | <b>6,000</b>        | <b>5,750</b>        |              |  |
| <b>SUBTOTAL GEF</b>                              |   |         |                   |                  |                                | <b>220,000</b>     | <b>42,250</b>       | <b>117,000</b>      | <b>60,750</b>       |              |  |
| <b>SUBTOTAL UNDP TRAC</b>                        |   |         |                   |                  |                                | <b>15,000</b>      | <b>2,500</b>        | <b>12,500</b>       | <b>0</b>            |              |  |
| <b>GRAND TOTAL (in cash)</b>                     |   |         |                   |                  |                                | <b>235,000</b>     | <b>44,750</b>       | <b>129,500</b>      | <b>60,750</b>       |              |  |

| <b>Budget Notes</b> |   |
|---------------------|---|
| a                   | Nat. NBSAP Lead Consultant fees (lumpsum \$40K / for approx. 30 weeks across the period of the project) – The lead consultant is responsible for overseeing the review of the NBSAP and annexes, coordinating component delivery - budget divided equally among the three components            |
| b                   | Nat. NBSAP Stocktaking Consultant fees (lumpsum \$15,000 K / for approx. 12 weeks)- Local consultant responsible for stocktaking exercise and the harmonization of global and national biodiversity targets (support update).   |
| c                   | Travel related cost support stocktaking, stakeholder participation and consultation processes. Related international travel is included in these costs.   |
| d                   | Equipment and furniture cost are associated with the formalization of national structures and working groups and the establishment of the Project Management Unit (Office equipment).   |
| e                   | Communication costs supports the coordination functions of the PMU as well as stakeholder consultation processes (Telephone/ internet related costs)  |
| f                   | Supports the purchasing of laptop and projector to facilitate consultation processes as well as to equip biodiversity management units within the Fisheries and Forestry Departments with IT hardware and software to support management/ monitoring processes.                                 |
| g                   | Int. Climate Change Expert fees (lumpsum \$25K / for approx. 10 weeks)  |
| h                   | Line item supports costs associated with workshop/ consultation logistics (Venue, catering costs, facilitation etc.)  |
| i                   | Supplies supporting work of PMU as well as workshops  |
| j                   | Support placement of local information ads as well as the printing of strategic deliverables for socialization  |
| k                   | Int. Biodiversity Capacity Needs Assessment Consultant fees (lumpsum \$25K / for approx. 10 weeks)  |
| l                   | Local consultant to support the preparation of implementation plans and the 5 <sup>th</sup> CBD Report ( Resource Mobilization plans, Action plan and TNA). The secondary consultant supports the lead in developing required annexes to the NBSAP. (Lump sum 20K/ approximately 10 – 15 weeks) |
| m                   | Miscellaneous supplies/ project contingency.  |
| n                   | Support to Project Manager. In addition to the GEF funds for this post, UNDP will finance 30 more weeks, for a total of 60 person weeks. Thus the breakdown is as follows: GEF \$166.66 * 30 weeks = \$5,000; UNDP: \$166.66 * 30 weeks = \$5,000.  |
| o                   | Project audit   |
| p                   | Purchase of PMU office furniture and equipment (printer and photocopier) PMU will provide secretariat services to national working groups   |
| q                   | Purchase of a laptop computer (incl. software licences),.   |
| r                   | Support Consultant in the interface Biodiversity and Climate Change. UNDP-financed (\$1,000/week * 10 weeks. Total: \$10,000)   |

## **SECTION IV: ADDITIONAL INFORMATION**

### **PART I: Other agreements**

N/A

## PART II: Terms of References for key project staff

### TOR Background (standard for all posts)

This project is part of the second generation of Biodiversity Enabling Activities (BD EA) under the GEF. Belize has been Party to the Convention on Biological Diversity (CBD) since December 30, 1993. The project addresses the country's need to continue to fulfill its obligations under the CBD, with particular focus on the Convention's Article 6 and the CBD COP Decision X/2. Above all, the project is a significant contribution to Belize's efforts towards implementing the CBD Strategic Plan 2011-2020 at the national level. The project builds on the current status and achievements of Belize with respect to biodiversity planning and reporting. It aims to integrate Belize's obligations under the CBD into its national development and sectoral planning frameworks through a renewed and participative 'biodiversity planning' and strategizing process.

UNDP / the Ministry of Forestry, Fisheries and Sustainable development would like to contract a qualified candidate for the above mentioned post for the period of maximum **X** years. The contract will be performance-based and yearly renewable based on a positive assessment of the incumbent's performance. Terms and conditions of service linked to type of proposed contract will apply.

### NATIONAL PROJECT COORDINATOR

|   |   |
|---|---|
| <b>Location:</b>  | Belmopan City, Belize                                   |
| <b>Application Deadline:</b>  | 14 days after publication                               |
| <b>Category</b>   | Environment and Energy                                  |
| <b>Type of Contract:</b>  | Individual Contract                                     |
| <b>Languages Required:</b>  | Written English; good oral command of Spanish is a plus |
| <b>Starting Date</b> (date when the selected candidate is expected to start): | 01/09/2012  |
| <b>Duration of Initial Contract:</b>  | One year renewable up to <b>X</b> years.                |
| <b>Expected Duration of Assignment:</b>                                       | <b>X</b> years, if funding permits.                     |

### Duties and Responsibilities

Under the overall supervision of the CEO of the Ministry of Forestry Fisheries and Sustainable Development and under the direct supervision of the Chief Forest Officer, the National Project Coordinator will be responsible for the overall management of the project to ensure that the project achieves its stated goals and objectives and all deadlines are met as stated in the project document.

More specifically, the National Project Coordinator will be entrusted with the following tasks:

- A. Project Coordinator Unit management and planning:
  - Assumes operational management of the project in consistency with the project



document and UNDP policies and procedures;

- Oversees preparation and updates of the project work plan as required; and formally submits updates to UNDP and reports on work plan progress to the PEG and UNDP as requested but at least quarterly;
- Oversees the mobilization of project inputs under the responsibility of the UNDP;
- Ensures that appropriate accounting records are kept, and financial procedures for NEX are followed, and facilitates and cooperates with audit processes at all times as required;
- Ensures all reports are prepared in a timely manner;
- Assist in the finalization of TORs and the identification and selection of national consultants;
- Assists in the planning and design of all project activities, through the quarterly planning process and the preparations of TOR and Activity Descriptions;
- Supervises the project staff and consultants assigned to project;
- Throughout the project, when necessary, provides advice and guidance to the national consultants, to the international experts and to project partners;

**B. Partnerships**

- Oversees development and implementation of communications strategy;
- Oversees development and implementation of the M&E monitoring system;
- Builds working relationships with national and international partners in this sector.

**C. Policy**

- Oversees the recruitment of all consultants and sub-contractors and ensures that their work is focused on proposed deliveries;
- Advises on how to disseminate the project findings, notably to governmental departments;
- Assists on the dissemination of project findings, notably to governmental departments and internationally;
- Ensures the coordination of project policy oriented work with related work of partners;
- Helps establish a regular policy dialogue mechanism on adapting to climate change.

**D. Technical:**

- The National Project Coordinator will have expertise in at least one of the following fields: Biodiversity management; environmental management; protected areas management or sustainable development.

**Competencies**

- Writes clearly and convincingly.
- Focuses on achieving results
- Sets priorities, produces quality outputs, meets deadlines and manages time efficiently
- Shares knowledge and is willing to provide support to others who request advice or help
- Works toward creative solutions by analyzing problems carefully and logically
- Demonstrates sufficient technical knowledge to perform effectively in own specialty
- Leads and supports team decisions
- Maintains strong relationships with partners and clients
- Facilitates meetings effectively and efficiently and to resolve conflicts as they arise

## Required Skills and Experience

### Core skills:

- Ability to communicate effectively orally and in writing in order to communicate complex, technical information to technical and general audiences
- Skills in negotiating effectively in sensitive situations
- Skills in achieving results through persuading, influencing and working with others
- Skills in facilitating meetings effectively and efficiently and to resolve conflicts as they arise

### Required experience:

- Advanced university education with expertise in the area of environmental management in general and with a specialization profile in biodiversity conservation, protected area management or like disciplines
- At least 5 years of professional experience, of which at least five are at international level
- Strong skills in monitoring and evaluation, and experience in implementing environmental projects;
- Previous experience with GEF projects is an added plus;
- Ability to effectively coordinate a large, multidisciplinary team of experts and consultants;
- Be an effective negotiator with excellent oral and presentation skills;
- Excellent writing skills in English;
- A good working knowledge of Spanish is an added plus.

## PROJECT ASSISTANT

|   |   |
|---|---|
| <b>Location:</b>  | Belmopan City, Belize                                   |
| <b>Application Deadline:</b>  | 14 days after publication                               |
| <b>Category</b>   | Environment and Energy                                  |
| <b>Type of Contract:</b>  | Individual Contract                                     |
| <b>Languages Required:</b>  | Written English; good oral command of Spanish is a plus |
| <b>Starting Date</b> (date when the selected candidate is expected to start): | 01/09/2012  |
| <b>Duration of Initial Contract:</b>  | One year renewable up to X years.                       |
| <b>Expected Duration of Assignment:</b>                                       | X years, if funding permits.                            |

### **Duties and Responsibilities**

Under the overall supervision of the CEO of the Ministry of Forestry Fisheries and Sustainable Development and under the direct supervision of the Project coordinator, the National Project Assistant will be responsible for the overall management of the project to ensure that the project achieves its stated goals and objectives and all deadlines are met as stated in the project document.

More specifically, the National Project Assistant will be entrusted with the following tasks:

A. Provision of administrative support to the Biodiversity project which involves:

- Preparation and circulation of minutes and any other documentation necessary for Project Board meetings and any other project related meetings.
  - Compiling background material, working papers and statistical data for briefing sessions.
  - Drafting routine correspondence and following up and responding to queries on project matters.
  - Maintaining project files for technical and financial records and keeping information and reference material in a manner which allows easy reference and retrieval.
  - Maintaining a consultants' database for the project.
- B. Provision of support to the efficient management of the Biodiversity Project including the following:
- Supporting the preparation of workplans, progress reports including financial reports and obtaining necessary approvals and authorizations.
  - Arranging project visits and preparing reports including travel administration functions.
  - Assisting with preparing for training sessions.
  - Supporting procurement of goods and services including contracts administration.
  - Maintaining an asset register for project equipment.
  - Collecting, maintaining and updating data relevant to the project.
  - Assisting in the execution of project evaluations including preparing for evaluation missions and necessary meetings.
- C. Ensuring effective financial delivery of project through:
- Preparation payment requests to UNDP including adequate supporting documentation and follow up on status.
  - Maintaining up to date project expenditure records.
  - Following up on project financial authorization.
  - Providing project information and data as requested by audit missions.
- D. Supporting resource mobilization efforts by:
- Assisting in analysis and research of donor information.
  - Creating and maintaining donors' database.
  - Establishing contact and maintaining links with current and potential donors.
  - Providing any relevant information to donors about the Project.
- E. Support knowledge building and knowledge sharing by:
- Supporting the establishment and maintenance of the Clearing House Mechanism.
  - Assisting with contributions to global and national networks.
  - Organizing knowledge sharing workshops/meetings.

## Competencies

### Operational Effectiveness:

- Ability to perform a variety of repetitive and routine tasks and duties related to project support.
- Ability to review data, identify and adjust discrepancies.
- Ability to handle a large volume of work possibly under time constraints.
- Good knowledge of administrative rules and regulations.
- Detailed knowledge and understanding of clerical, administrative, secretarial best practices and procedures, in-depth knowledge of office software applications relating to word processing data management presentation as required.

- Ability to operate and maintain a variety of computerized business machines and office equipment in order to provide efficient delivery of service.
- Ability to organize and complete multiple tasks by establishing priorities.

**Managing Data:**

- Collects and compiles data with speed and accuracy identifying what is relevant and discarding what is not, records it in an accessible manner and maintains data bases.
- Thoroughly and methodically collects, verifies and records data demonstrating attention to detail and identifying and correcting errors on own initiative.
- Transmits file data; creates and generate queries, reports and documents utilizing databases, spreadsheets, communications and other software packages with speed and accuracy.
- Interprets data, draws conclusions and/or identifies patterns which support the work of others.

**Managing Documents, Correspondence and Reports:**

- Creates, edits and presents information (queries, reports, documents) in visually pleasing, clear and presentable formats such as tables, forms, presentations, briefing notes/books and reports using advanced word processing and presentation functions and basic database and spreadsheet software.
- Edits, formats and provides inputs to correspondence, reports, documents and/or presentations using work processing, spreadsheets and databases meeting quality standards and requiring minimal correction.
- Shows sound grasp of grammar, spelling and structure in the required language.
- Ensures correspondence, reports and documents comply with established GOB/ UNDP standards.
- Ability to produce accurate and well documented records conforming to the required standard.

**Planning, Organizing and Multi-tasking:**

- Organizes and accurately completes multiple tasks by establishing priorities while taking into consideration special assignments, frequent interruptions, deadlines, available resources and multiple reporting relationships.
- Plans, coordinates and organizes workload while remaining aware of changing priorities and competing deadlines
- Demonstrates ability to quickly shift from one task to another to meet multiple support needs.
- Establishes, builds and maintains effective working relationships with staff and clients to facilitate the provision of support.

**Required Skills and Experience**

Secondary Education preferably with specialized certification in Accounting and Finance. University degree in Public Administration, Business, Finance would be desirable.

**Experience:**

4 years or more of relevant administrative or project experience is required at the national or international level. Experience in office management, equipment, usage of computers and office software packages (E-mail/Internet, MS Word, Excel, Publisher etc.) and knowledge of spreadsheet and database packages and in handling of web-based management systems.

Knowledge and experience of Government and UNDP project administration procedures will

be an asset. Experience in Biodiversity programming will be an added advantage

## PROJECT CONSULTANTS

| <i>Position Titles</i>   | <i>GEF only \$ / Person Week</i>   | <i>GEF only Estimated Person Weeks</i> | <i>Tasks to be Performed</i>   |
|--|--|--|--|
| <b>For EA Management</b>   |  |  |  |
| <i>Local</i>   |  |  |  |
| <p>Project Manager<br/>(Co- financed by The Government of Belize. This in-kind input has been estimated at \$30K throughout the duration of the project )</p>  | n/a  | n/a                                    | <p>To undertake the general administrative requirements of the project, including those related to project management and funding. The key tasks are:</p> <ul style="list-style-type: none"> <li>• Ensure that project Objective, Outcomes, Outputs and Activities are executed in a timely and appropriate manner.</li> <li>• Develop annual work plans and budgets, and submit these to the Steering Committee and to the UNDP Country Office for approval.</li> <li>• Develop TORs for Consultants for technical services, consultants, experts, and specifications of materials as required by the project, in consultation with the Project Director/UNDP.</li> <li>• Facilitate, guide and monitor the work of consultants, and approve their deliverables in association with the Project Committee.</li> <li>• Organize and assist in project related activities, where required. These may include planning for meetings, local and national workshops, consultations, trips, and other project related activities.</li> <li>• Establish and maintain linkages with national and international organizations and persons which/who can be of assistance to the objectives of the Project.</li> <li>• Provide timely reporting of project status as required by the Project Committee and the UNDP.</li> <li>• Maintain records of Project Committee meetings, decisions, actions etc.</li> <li>• Coordinate with other initiatives and programs whose outcomes and outputs are relevant to this project's objectives.</li> <li>• Any other duties assigned by the Project Committee that have direct relevance to the project.</li> </ul> <p><i>Selection criteria:</i> should have a Bachelor's degree in management, administration, environmental management or related field with a minimum of 5 years management experience at a senior level, or an advanced degree with 3 years management experience. Knowledge and understanding of the relevant UN Convention, environmental issues in Belize, good leadership, coordination, communication, and facilitation skills are essential.</p> |
| <p>Project Assistant<br/>(In addition to the GEF funds for this post, UNDP will finance 30 more weeks, for a total of 60 person weeks. Thus the breakdown is as follows:<br/>GEF: \$166.66 * 30 weeks = \$5,000<br/>UNDP: \$166.66 * 30 weeks = \$5,000)</p> | <p>166.6666<br/><i>(presented with four digits to avoid round-off error)</i></p> | 30                                     | <p><i>Objective:</i><br/>To perform as the liaison person on administrative and finance matters for the project between UNDP and the Forest Department (Ministry of Forestry, Fisheries, Sustainable Development).</p> <p><i>Key tasks are:</i></p> <ul style="list-style-type: none"> <li>- Assist in preparing for Project Steering Committee meetings (Project Board) and prepare and circulate minutes and any other documentation necessary for the meetings</li> <li>- Compile background material, working papers and statistical data for briefing sessions</li> <li>- Arrange programme visits and prepare reports including travel administration functions</li> <li>- Assist in preparing for training sessions</li> <li>- Prepare payment requests to UNDP including adequate supporting documentation and follow up on status</li> <li>- Draft routine correspondence and follow up and respond to queries on programme matters</li> <li>- Support with procurement of goods and services including contracts administration</li> <li>- Maintain an asset register for programme equipment</li> <li>- Collect, maintain and update data relevant to the programme</li> </ul>  |

| <i>Position Titles</i>          | <i>GEF only \$ / Person Week</i>   | <i>GEF only Estimated Person Weeks</i> | <i>Tasks to be Performed</i>   |
|---------------------------------|--|--|--|
|                                 |  |  | <ul style="list-style-type: none"> <li>- Maintain a consultants' database for the programme.</li> <li>- Maintain programme files for technical and financial records and keep information and reference material in a manner which allows easy reference and retrieval.</li> <li>- Provide programme information and data as requested by audit and evaluation missions</li> <li>- Support with preparation of workplans, progress reports including financial reports and obtaining necessary approvals and authorisations.</li> </ul> <p><i>Required Skills and Experience</i><br/>           Secondary Education preferably with specialized certification in Accounting and Finance. University degree in Public Administration, Business, Finance would be desirable.<br/>           5 years or more of relevant administrative or programme experience is required at the national or international level.<br/>           Experience in office management, equipment, usage of computers and office software packages (E-mail/Internet, MS Word, Excel, Publisher etc; ) and knowledge of spreadsheet and database packages and in handling of web-based management systems. Knowledge and experience of Government and UNDP project administration procedures will be an asset. Experience in Biodiversity programming will be an added advantage.</p>  |
| <b>For Technical Assistance</b> |  |  |  |
| <i>Local</i>                    |  |  |  |
| NBSAP Stocktaking Consultant    | 1,250  | 12                                     | <p>To take stock of the success of the existing NBSAP and develop national targets in line with the global Aichi Targets. The key tasks are:</p> <ul style="list-style-type: none"> <li>• Take stock of existing plans, policies and practices in Belize that result in biodiversity conservation or loss.</li> <li>• Identify the root causes of biodiversity loss in Belize by first identifying the threat and then the drivers behind the threats.</li> <li>• Identify the key barriers and challenges in the policy environment to effective biodiversity conservation/sustainable use.</li> <li>• Based on existing studies and analyses, identify key gaps in the existing NBSAP.</li> <li>• Identify the means to overcome existing barriers and challenges.</li> <li>• Develop a stakeholder consultation and participation plan that will ensure that the NBSAP development process is participatory, increasing the likelihood of successful implementation of the NBSAP.</li> </ul> <p>Contribution to the following deliverables:</p> <ul style="list-style-type: none"> <li>• Brief Review of the Biodiversity Planning Process in Belize</li> <li>• Second National Biodiversity Strategy and Action Plan for Belize</li> <li>• Sub-product 1: Study on Ecosystem Valuation in Belize</li> <li>• Sub-product 2: Study on Advances in Sectoral Mainstreaming of Biodiversity in Belize</li> <li>• Sub-product 3: Study on the Incorporation of Challenges and Opportunities linked to Ecosystem-Based Adaptation and Resilience in Belize</li> </ul> <p><i>Selection criteria:</i> should have an advanced university degree in environmental management or related field with a minimum of 5 years management experience at a senior level. Knowledge and understanding of the relevant UN Convention, the existing NBSAP and environmental issues in Belize are essential.</p> |
| NBSAP Review Consultant (LEAD)  | 1,333.3333<br><i>(presented with four digits to avoid round-off error)</i> | 30                                     | <p>To lead the overall process of the stocktaking, stakeholder consultation, national target setting and the development of the NBSAP and be responsible for the timely drafting and finalization of the NBSAP. The key tasks are:</p> <ul style="list-style-type: none"> <li>• Serve as team leader for other consultants involved in the NBSAP and be overall responsible for the timely drafting of the document for submission to the CBD Secretariat; strictly adhering to the deadlines agreed to; and ensuring quality control.</li> <li>• Ensure that the inception meeting results in a clear roadmap on the scope of services and project tasks to be accomplished under the guidance of the Project Manager, key national implementing partners and the UNDP technical staff.</li> <li>• Submit draft and revised versions of all studies and reports of the NBSAP activities to Project Manager, key national implementing partners and UNDP technical staff, per reporting timelines agreed on or before the inception meeting.</li> <li>• Play a pivotal role in developing a work plan and coordinating the input and outputs of all consultants, as well as overseeing</li> </ul>  |

| <i>Position Titles</i>  | <i>GEF only \$ / Person Week</i> | <i>GEF only Estimated Person Weeks</i> | <i>Tasks to be Performed</i>  |
|---|----------------------------------|--|---|
|   |                                  |  | <p>the technical quality of deliverables.</p> <ul style="list-style-type: none"> <li>• Ensure that all Climate Change-related issues highlighted in the second National Communication to the UNFCCC that affect Biodiversity (Adaptation) or affected by Biodiversity (Mitigation) are integrated and addressed in the final NBSAP.</li> <li>• Ensure that all lessons learnt in the mainstreaming of biodiversity into the production sectors (this includes measures against Invasive Alien Species) are incorporated into the NBSAP.</li> <li>• Identify implementation partners for the undertaking of the various activities and develop an overall implementation plan.</li> <li>• Submit a final draft to the Project Manager, incorporating stakeholder inputs and guidance provided.</li> </ul> <p>Contribution to the following deliverables:</p> <ul style="list-style-type: none"> <li>• Brief Review of the Biodiversity Planning Process in Belize</li> <li>• Biodiversity Targets for Belize: As part of national efforts to implement the CBD's Strategic Plan for 2011-2020</li> <li>• Second National Biodiversity Strategy and Action Plan for Belize</li> <li>• Sub-product 1: Study on Ecosystem Valuation in Belize</li> <li>• Sub-product 2: Study on Advances in Sectoral Mainstreaming of Biodiversity in Belize</li> <li>• Sub-product 3: Study on the Incorporation of Challenges and Opportunities linked to Ecosystem-Based Adaptation and Resilience in Belize</li> <li>• Set of 'straight-forward' and feasible NBSAP implementation plans, which ensure the effective implementation of the Action Plan contained in the NBSAP</li> </ul> <p><i>Selection criteria:</i> should have an advanced degree (MSc) in environmental or natural sciences, preferably with exposure to biodiversity conservation. Proven track record of drafting relevant materials in the biodiversity/ecosystem based adaptation areas (publications, reports and related documentation). Proven ability to collect, verify and analyze information, and to finish and present work with a high degree of accuracy and technical quality. Ability to communicate effectively orally and in writing, in order to communicate complex, technical information to both technical and general audiences. Knowledge and understanding of the relevant UN Convention, Previous experience in the development of NBSAPs.</p> |
| NBSAP Preparation Support Consultant  | 1,000                            | 20                                     | Local consultant to support the preparation of implementation plans and the 5 <sup>th</sup> CBD Report ( Resource Mobilization plans, Action plan and TNA). The secondary consultant supports the lead in developing required implementation plans to the NBSAP. Complete TOR will be developed during project inception.   |
| Support Consultant in the interface Biodiversity and Climate Change. UNDP-financed (\$1,000/week * 10 weeks. Total: \$10,000) | n/a                              | n/a                                    | Local counterpart to complement the international Specialist in the interface Biodiversity and Climate Change as a part of national capacity building/ knowledge transfer. Complete TOR will be developed during project inception.   |
| <i>International</i>  |                                  |  |   |
| Specialist in the interface Biodiversity and Climate Change   | 2,500                            | 10                                     | <p>The consultant will be responsible for ensuring that climate change considerations (both threats and opportunities) become integrated into Seychelles' NBSAP. The key concerned activity is: "Incorporating climate change issues into NBSAPs" under Component 2. This task will be carried out in close collaboration with the Seychelles Climate Change Committee.</p> <p>Key tasks will include:</p> <ul style="list-style-type: none"> <li>• Identify areas important for carbon sequestration and advise on protection and management strategies.</li> <li>• Update the country's ecological gap assessment to include future distribution to include predicted future distribution of biodiversity under climate change scenarios.</li> <li>• Assess the impact of climate change on the functioning of important ecosystems services in Seychelles.</li> </ul>  |



| <i>Position Titles</i>                  | <i>GEF only<br/>\$ / Person<br/>Week</i> | <i>GEF only<br/>Estimated<br/>Person<br/>Weeks</i> | <i>Tasks to be Performed</i>  |
|---|--|--|---|
|   |  |  | <ul style="list-style-type: none"> <li>Identify areas important for improving nature's ability to adapt to climate change, such as altitudinal gradients and conservation corridors.</li> <li>Identify areas of particular importance for restoration in order to improve climate resilience, adaptation and mitigation.</li> </ul> <p>Contribution to the following deliverables:</p> <ul style="list-style-type: none"> <li>Second National Biodiversity Strategy and Action Plan for Belize</li> <li>Sub-product 2: Study on Advances in Sectoral Mainstreaming of Biodiversity in Belize</li> </ul> <p><i>Selection criteria:</i> should have an advanced degree (MSc) in environmental or natural science, with a specialization in ecosystem based climate change adaptation and/or mitigation. Experience in ecosystem based approach, ecosystem based adaptation to climate change and climate change adaptation in Biological/ecological services.</p>   |
| BD Capacity Needs Assessment Consultant | 2,500                                    | 10   | <p>To objectively reveal Belize's capacity to effectively implement the obligations deriving from the ratification and accession of the UN Convention on Biological Diversity. The key tasks are:</p> <ul style="list-style-type: none"> <li>Assess extent of role clarity pertaining to the national implementation of the CBD as it relates to implementation and enforcement of relevant biodiversity management activities across all primary and secondary stakeholders in central government, civil society, private sector, academia and local groups.</li> <li>Determine the level of willingness to take responsibility and provide leadership in ensuring relevant CBD obligations and activities are fulfilled.</li> <li>Assess whether the identified primary and secondary duty bearers have the necessary human resources to meet the specific obligations.</li> <li>Assess the pattern and efficacy of participation at regional technical committees and COP meetings.</li> <li>Based on international best practice, recommend the most suitable institutional and/or accountability structure for the effective implementation and coordination of the CBD.</li> <li>Identify and prioritise the capacity development needs required to effectively implement CBD obligations at all levels within central government.</li> <li>Generate recommendations for capacity enhancement at all levels.</li> <li>Generate recommendations to enable rationalisation of capacity and efficient resource allocation during implementation with other MEAs.</li> <li>Develop a comprehensive Capacity Development Programme and Training Action Plan for effective implementation and coordination of CBD at the district and central government levels.</li> <li>Contribution to the following deliverables: <ul style="list-style-type: none"> <li>Brief Review of the Biodiversity Planning Process in Belize</li> <li>Set of 'straight-forward' and feasible NBSAP implementation plans, which ensure the effective implementation of the Action Plan contained in the NBSAP</li> </ul> </li> </ul> <p><i>Selection criteria:</i> should have an advanced degree (Masters) in a discipline such as Human Resource Management or Public Administration. Proven experience in Skills Assessment, Capacity Development and Training. Minimum 5 years experience in institutional/organisational development and change management. Experience working with Environmental Institutions in Seychelles and in the region and added advantage.</p> |



## Project Annexes

### Annex 1. Approved GEF proposal for BD EA (Headings Overview on page 5)



## REQUEST FOR BIODIVERSITY ENABLING ACTIVITY

PROPOSAL FOR FUNDING UNDER THE GEF TRUST FUND

### PART I: PROJECT IDENTIFIERS

|                             |   |                           |               |
|-----------------------------|---|---------------------------|---------------|
| EA Title:                   | <b>National Biodiversity Planning to Support the implementation of the CBD 2011-2020 Strategic Plan in Belize</b> |                           |               |
| Country(ies):               | Belize  | GEF Project ID:           | <b>t.b.d.</b> |
| GEF Agency(ies):            | UNDP  | GEF Agency Project ID:    | 4907          |
| Other Executing Partner(s): | Forest Department (Ministry of Forestry, Fisheries, Sustainable Development)                                      | Submission Date:          | June 21, 2012 |
| GEF Focal Area (s):         | Biodiversity  | Project Duration (Months) | 30            |
| Check if applicable:        | NCSA <input type="checkbox"/> NAPA <input type="checkbox"/>   | Agency Fee (\$):          | \$22,000      |

### A. EA FRAMEWORK

**EA OBJECTIVE:** TO INTEGRATE BELIZE'S OBLIGATIONS UNDER THE CONVENTION ON BIOLOGICAL DIVERSITY (CBD) INTO ITS NATIONAL DEVELOPMENT AND SECTORAL PLANNING FRAMEWORKS THROUGH A RENEWED AND PARTICIPATIVE 'BIODIVERSITY PLANNING' AND STRATEGIZING PROCESS, IN A MANNER THAT IS IN LINE WITH THE GLOBAL GUIDANCE CONTAINED IN THE CBD'S STRATEGIC PLAN FOR 2011-2020.

| EA COMPONENT                               | GRANT TYPE | EXPECTED OUTCOMES   | EXPECTED OUTPUTS   | GRANT AMOUNT (\$) | CONFIRMED CO-FINANCING (\$) |
|--|------------|---|--|-------------------|-----------------------------|
| 1) Stocktaking and national target setting | TA         | <ul style="list-style-type: none"> <li>- By end of 2012, a multi-sectoral/multi-stakeholder working group is established and it completes the stock-taking exercise.</li> <li>- By 2012, national targets in response to the global Aichi Targets are developed.</li> </ul> | <ul style="list-style-type: none"> <li>1.1 Review and stocktaking of products and results from previous biodiversity planning processes at the national level are carried out in participative manner.</li> <li>1.2 In response to the global Aichi Targets, national biodiversity targets are developed in a manner that is attuned to Belize's reality.</li> <li>1.3 The achievement of national targets, developed in line with the global Aichi Targets, is duly monitored during the project duration and beyond, and this is reported upon to the CBD through national reports and other means.</li> </ul> | \$30,000          | \$12,535                    |
| 2) NBSAP update                            | TA         | <ul style="list-style-type: none"> <li>- By early 2014, the Belize NBSAP is fully updated, it is in line with the guidance in the CBD Strategic Plan (2011-2020)</li> </ul>   | <ul style="list-style-type: none"> <li>2.1 Exploring and costing options for Ecosystem-based adaptation to climate change in Belize</li> <li>2.2 Updating of Belize's National Biodiversity Strategy and Action Plan (NBSAP) anchored into national development frameworks. The NBSAP fully integrates new aspects of the CBD strategic plan, such as: (i) mainstreaming; (ii) the valuing of</li> </ul>   | \$80,000          | \$16,895                    |

| EA COMPONENT   | GRANT TYPE | EXPECTED OUTCOMES   | EXPECTED OUTPUTS  | GRANT AMOUNT (\$) | CONFIRMED CO-FINANCING (\$) |
|--|------------|---|---|-------------------|-----------------------------|
|  |            | and has been submitted to the CBD COP   | ecosystem goods and services; and (iii) the incorporation of challenges and opportunities linked to ecosystem-based adaptation and resilience.<br><br>2.3 The updated and fully endorsed NBSAPs for Belize is submitted to the CBD within the deadline set by the COP.  |                   |                             |
| 3) National frameworks for NBSAP implementation, CDB reporting and exchange mechanisms |            | <ul style="list-style-type: none"> <li>- By 2013, complete the updating and improvement of national clearinghouse mechanisms</li> <li>- By 2014, complete plan for implementing the NBSAP, including capacity, technology and finance needs assessment</li> </ul> | <p>3.1 National frameworks for NBSAP implementation is in place and includes: (i) institutional leadership for implementation is established and strategic partnerships forged (nationally and internationally); (ii) a costed and prioritized Action Plan is appended to the NBS; (iii) needs assessments on capacity, technology and finance are carried out; and (iv) a strategy for resource mobilization for the implementation of the NBSAP is produced and includes a baseline assessment of existing biodiversity finance.</p> <p>3.2. A permanent framework for CDB reporting is established and receives recurrent funding from government and other sources according to needs and in a timely manner; such framework may include: institutional anchoring, the statutory establishment of technical committees, facilities and arrangements in place for data sourcing and monitoring, etc.</p> <p>3.3 Immediate CBD reporting obligations are met by Belize in a timely manner, in particular the Fifth National Report to the CBD by 31 March 2014.</p> | \$90,000          | \$25,070                    |
| Subtotal   |            |   |   | \$200,000         | \$54,500                    |
| EA Management Cost <sup>3</sup>  |            |   |   | \$20,000          | \$47,500                    |
| <b>Total EA Cost</b>   |            |   |   | <b>\$220,000</b>  | <b>\$102,000</b>            |

<sup>a</sup> List the \$ by EA components.

## B. CO-FINANCING FOR THE EA BY SOURCE AND BY NAME

| Sources of Co-financing   | Name of Co-financier             | Type of Co-financing | Amount (\$)      |
|---------------------------|----------------------------------|----------------------|------------------|
| GEF IA                    | UNDP Belize                      | Grant                | \$15,000         |
| National Government       | Government of Belize             | In-Kind              | \$25,000         |
| National Government       | Government of Belize             | Grant                | \$30,000         |
| Foundation                | Protect Areas Conservation Trust | Grant                | \$32,000         |
| <b>Total Co-financing</b> |                                  |                      | <b>\$102,000</b> |

## C. GRANT RESOURCES REQUESTED BY AGENCY, FOCAL AREA AND COUNTRY

| GEF Agency                   | Type of Trust Fund | Focal Area                        | Country Name/Global | EA Amount (a)    | Agency Fee (b)  | Total (c)=(a)+(b) |
|------------------------------|--------------------|-----------------------------------|---------------------|------------------|-----------------|-------------------|
| UNDP                         | GEF TF             | Biodiversity Focal Area Set-Aside | Global              | \$220,000        | \$22,000        | \$242,000         |
| <b>Total Grant Resources</b> |                    |                                   |                     | <b>\$220,000</b> | <b>\$22,000</b> | <b>\$242,000</b>  |

<sup>3</sup> This is the cost associated with the unit executing the project on the ground and could be financed out of trust fund or co-financing sources.

**D. EA MANAGEMENT COST**

| <b>COST ITEMS</b>   | <b>[GEF ONLY]<br/>TOTAL<br/>ESTIMATED<br/>PERSON WEEKS</b> | <b>GRANT<br/>AMOUNT<br/>(\$)</b> | <b>CO-<br/>FINANCING<br/>(\$)</b> | <b>EA TOTAL<br/>(\$)</b> |
|---|--|----------------------------------|-----------------------------------|--------------------------|
| LOCAL CONSULTANTS*  | 30   | 5,000                            | 35,000                            | <b>40,000</b>            |
| INTERNATIONAL CONSULTANTS*                                    | 0  | 0                                | 0                                 | <b>0</b>                 |
| OFFICE FACILITIES, EQUIPMENT, VEHICLES AND<br>COMMUNICATIONS* |  | 7,500                            | 7,500                             | <b>15,000</b>            |
| TRAVEL*   |  | 2,500                            | 5,000                             | <b>7,500</b>             |
| Others**: Project Audit                                       |  | 5,000                            | 0                                 | <b>5,000</b>             |
| <b>Total</b>  |  | <b>20,000</b>                    | <b>47,500</b>                     | <b>67,500</b>            |

\* Details to be provided in Annex A. \*\* Other items to be clearly specified.

**ADDITIONAL INFORMATION FOR TABLE D, IF APPLICABLE:**

If costs for office facilities, equipment, vehicles and communications, travels are requesting for GEF financing, please provide justification here:

The cost of a project manager will be covered by the Government of Belize. The calculated value of this input for the 30 months period in \$30,000. Government’s contribution will also include access to transportation services and hosting arrangement (Covering office and conference room facilities as well utilities overheads.). This is confirmed in the OFP Letter of Endorsement, where the last paragraph describes the purpose of the co-financing.

The GEF’s resources are targeted for use in the acquisition of basic office machinery increasing the functionality of the project execution unit. Monies allocated for travel is to facilitate stakeholder participation in planned processes.

**PART II: ENABLING ACTIVITY JUSTIFICATION**

**A. ENABLING ACTIVITY BACKGROUND AND CONTEXT (Provide brief information about projects implemented since a country became party to the convention and results achieved):**

Belize is located between 15° 53'- 18° 30'N and 87° 15'- 89° 15'W, and is bounded to the north by Mexico, in the west and south by Guatemala and in the east by the Caribbean Sea. The country extends 280 kilometers (km) (175 miles [mi]) from north to south and 109 km (68 mi) from east to west. The total land area is 22,960 square kilometers (km2) (8,867 square miles [mi2]), of which 95% is located on the mainland, and 5% is distributed over more than 1,060 *cayes* or islands. The total area of the country (including territorial sea) is 46,620 km2 (18,000 mi2). The country is divided into six districts, nine municipalities, and more than 240 villages. The Maya Mountain/Mountain Pine Ridge Massif is the dominant physical feature and rises to 1,124 meters (m) (3,688 feet [ft]) at its highest point. It is surrounded by rugged karst limestone hills.

Most of the country and the entire coastal area consist of low-lying plains. Belize is known for its abundant natural resources and vast array of ecotypes especially with respect to water and biodiversity. Belize hosts more than 150 species of mammals, 540 species of birds, 151 species of amphibians and reptiles, nearly 600 species of freshwater and marine fish, and 3,408 species of vascular plants. Terrestrial species of global significance occurring in Belize include the jaguar (*Panthera onca*), the puma (*Felis concolor*), the Central American tapir (*Tapirus bairdii*), the white-lipped peccary (*Tayassu pecari*), the endangered yellow-headed parrot (*Amazona oratrix*), the Mesoamerican river turtle (*Dermatemys mawii*), and the endemic Maya Mountains frog (*Rana juliani*). Belize’s marine biodiversity is also characterized as being globally significant, as its network of marine protected areas (MPAs) is home to seven United Nations Educational, Scientific, and Cultural Organization- (UNESCO)-designated World Heritage Sites which make up the Belize Barrier Reef Reserve System. The world heritage site totals 96,300 hectares (ha) and is home to over 500 species of fish, 65 scleraetianian corals, 45 hydroids, and 350 mollusks in the area, plus a great diversity of sponges, marine worms, and crustaceans. The area has one of the largest population (300-700 individuals) of West Indian manatee (*Trichechus manatus*) in the world and its coastal zone is home to two species of threatened crocodiles (*Crocodylus acutus* and *C. moreletii*).

**Developmental Context**

Belize’s major industries are tourism, oil, agriculture and fisheries and the economic performance of Belize has been irregular with high economic growth rates of 12% from 1990-1993, a very slow economic growth from 1994-1995, then up to 12% in the year 2000. In 2001 there was a decline in the growth of investment from 45.1% to -16.5%. Growth averaged nearly 4% for the subsequent period till 2007. Oil discoveries in 2006 bolstered this growth. It then slipped to 0% in 2009 and 1.5% in 2010 as a result of the global slowdown, natural disasters, and the drop in the price of oil. The changing structure of investment worsened conditions for the poor and vulnerable. Investment spending shifted away from sectors that tend to employ the poor and vulnerable and enable their move away from poverty. The level of construction activity fell at a rate of 3.8% per annum from 1993 to 1998, with a mild recovery up to 2001, and then fell continuously at a rate of 4% per annum thereafter. Construction activity is a major contributor to capital formation and a significant employer of the vulnerable group. This declined in real terms correspond almost exactly to the periods of poverty increase.

A significant reason for the underperformance of driver sectors was the inadequacy of government capital investment, especially in the forms necessary to lead the restructuring of the economy. Over the fiscal years 2002/03 to 2008/09, real capital investment by the Ministry of Works increased by 8% and that by the Ministry of Health grew by 6.6%. However these forms of investment met the minimum necessary condition for development, since the real GDP grew at an average of 4.1% per

annum over the same period. Furthermore real capital investment by the Ministry of Education declined by 12.1% over the same fiscal years (2002/03 to 2008/09) and investment undertaken by the Human Development Ministry declined by 14%. The economy of Belize is highly dependent on the health and management of its natural resources. Capital investments in the Ministry of Natural Resources and the Environment fell by 6.9%. The overall effect was that real investment by the line ministries declined overall by 6.4% during fiscal years 2002/03 to 2008/09. At the same time, the capital spending of other government ministries grew by 3.7%. Thus, total government investment declined by an average annual rate of 1.8% percent, even as real GDP was growing at 4.1%. Trends of growing GDP are normally associated with a downward movement in the poverty rate. Instead, the percentage of persons living in poverty in Belize increased from 33.5% in 2002 to 41.3% in 2009 (142,861 Belizeans living in poverty). Data from the Country Poverty Assessment Surveys, 2002 and 2009, confirm that income inequality increased in Belize from 0.4 in 2002 to 0.42 in 2009 which demonstrates the suggestion of Bourguignon (2004) that, “although poverty reduction is closely correlated to growth in per capita income, this effect appears low in countries where income inequality has been rising”. The GDP is an indicator used to calculate a country’s level of human development. The Human Development concept focuses on quality of life and building knowledge capacity to address the challenges of life. Currently Belize is ranked 93rd out of 187 countries and its Human Development Index (HDI) is 0.699 which places it below the regional average of 0.731.

The Millennium Development Goals (MDGs) are seen as markers for human development and the MDGs place poverty reduction and the general improvement of the knowledge and health of citizens at the centre of the development process. Poverty and indigence have been increasing in Belize long before the current global crisis and the country’s development strategy has not been sufficiently conducive to economic growth and poverty reduction. In spite of social protection programmes and new initiatives to widen the reach of Belize’s safety net, the number of poor people in Belize continues to rise. The global crisis has had additional negative impacts on the economic and social fabric of the country as it has further strained poverty reduction initiatives and efforts to achieve the MDGs. Belize is not on track to achieve 4 of the 8 goals by 2015: core poverty and indigence reduction goals expressed in MDG1; education goals expressed in MDG2; gender goals expressed in MDG3; and the debt management goals of MDG8. However Belize has done well in the health sector and if its current health investment package is refined and improved, it can accelerate progress to achieve targets related to 3 health-related and the environmental goals: child mortality expressed in MDG4 progressing slowly; maternal health expressed in MDG5 not on track but qualitative improvement; major diseases expressed in MDG6; and the environmental goals expressed in MDG 7 progress is slow.

### **Threats to Biodiversity**

Belize’s biodiversity is exposed to various direct anthropogenic and natural threats both within and outside of the Protected Areas (PAs). Over the last five decades the forest cover in Belize had steadily decreased due to the expansion of unsustainable economic activities, such as large-scale agriculture and aquaculture. Deforestation peaked in the 1990’s to an annual rate that is twice that of Central America as a whole (2.3% vs. 1.2% annually). Deforestation has been more severe along rivers, where it has reached more than 13% annually. Present evidence indicate a stabilization of deforestation at just above 1% per annum; however, recent increases in illegal transboundary incursions by immigrants into Belize forests and PAs for farming, hunting, and harvesting non-timber forest products presents new possibilities of a reversal in the country’s stabilization resulting in possible new increases in deforestation rate. Additionally, the economic slowdown that the country as a whole is currently experience may push deforestation rates once more to critical levels negatively affecting many of the 3,408 species of vascular plants occurring in Belize and the animal populations that depend on them for food and shelter.

Rapid and uncontrolled coastal development has resulted in increased habitat loss in Belize’s coastal zone. It is estimated that about 75-80% of all coastal land in Belize has been purchased for the development of tourism and residential areas, posing a serious threat to mangroves, coastal wetlands, and other coastal ecosystems. It estimated that in 1990 about 98% of Belize’s original mangroves (approximately 80,016 ha) remained; however, two years later an additional 519 ha had been lost due to increased urban expansion and tourism development, a 0.7% reduction in the national total. Since mangroves play a crucial role in coastal tropical biodiversity by acting as a nursery for many species that live in and around coral reefs and providing multiple niches for great numbers of fish, crustaceans, and other species, their disappearance due to coastal development poses a serious threat to both mangrove and reef diversity in Belize. Coastal ecosystems are also threatened by the expansion of aquaculture, primarily through shrimp and tilapia farming. Aquaculture in Belize has been expanding in volume and value more rapidly than most other agro-production activities. It is estimated that aquaculture has experienced a 160% annual increase in production volume over the last decade, particularly farmed shrimp. According to the World Wildlife Fund, shrimp aquaculture is potentially one of the largest threats to the Mesoamerican Reef. Coastal urban development is also responsible for the increase in solid waste and pollution of coastal waters. Improper solid waste disposal is among the top environmental problems in Belize, while increased water nutrient content (mainland runoff) that results from human development constitutes a threat to coastal lagoons, seagrasses, and reefs. Discoveries of important oil reserves in Belize (i.e., 7 million barrels of proven reserves) and their subsequent extraction may be a threat to the country’s biodiversity. Because of Belize’s increasing revenue

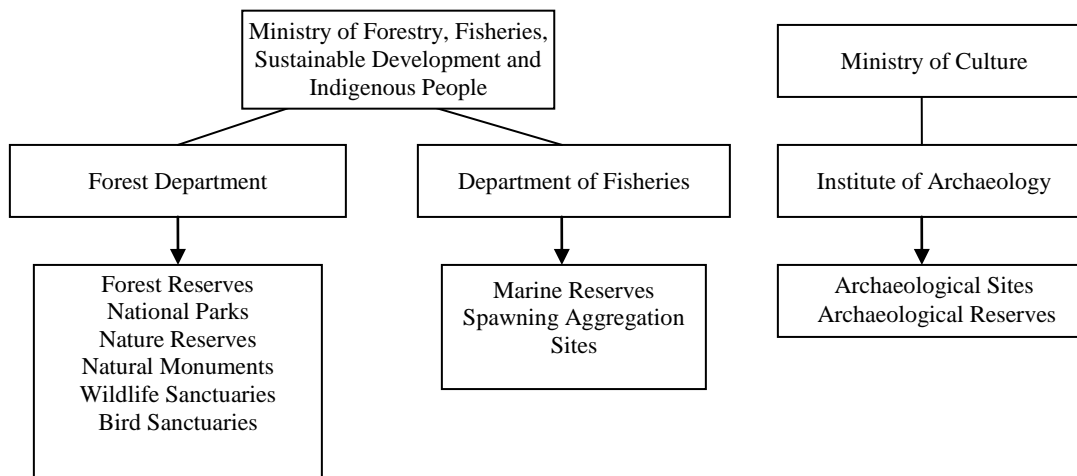
and development needs, as well as the current high level of oil prices, there is pressure on the GOB to allow oil exploration and extraction in ecologically sensitive areas. Good governance is primary to strengthening Belize institutions and experience necessary to prevent oil-related impacts and properly establish the legal and policy structure for supporting sustainable resource exploitation. Many of the country's poor population are forced to rely on subsistence agriculture where they slash and burn the forests and often squat on and farm public lands and in protected areas. There is increased pressure on natural resources through the harvesting of forest products and the demand for bush meat and protein from marine resources, which may lead to the overharvesting of many species like gibbon and turtles.

The introduction of alien invasive species has become an increasing problem in Belize, particularly for fish populations and local fisheries. Due to the flooding of the Mopan River watershed in neighboring Guatemala in 1998 during Hurricane Mitch, as well as unintentional releases from aquaculture, the African Nile Tilapia (*Oreochromis niloticus*) has spread to several areas in the country. This species poses a threat to local fish populations (85 freshwater fish species have been reported for Belize) due to its aggressive nature and relatively fast reproductive cycle. Other invasive species such as the cultured penaeid shrimp (*Penaeus vannamei*) is found in Belize's coastal waters, as well as the eastern oyster (*Crassostrea virginica*). The full extent of their impact on local biodiversity is yet unknown, although the eastern oyster is known to form extensive beds potentially affecting local benthic populations. The bony lionfish (Pterois sp.), a reef fish originally from the western Pacific, was first sighted in Belize in early 2008 and since then is being closely monitored by the Fisheries Department. This invasive species was first released off the coast of Florida in the 1990s and has since negatively affected reefs across the Caribbean, preying particularly on native coral-reef fishes. Climate change poses a serious and significant threat to Belize's biodiversity. Changes in sea temperatures are believed to be responsible for recent severe coral bleaching and mortality within the Belize reef system starting in 1997-1998. Climate change can cause additional stresses to Belize's reef system through acidification of seawater, shifts in coral reef species composition due to migration and mortality, and rises in sea levels. Together with disease (e.g., white band) and natural disturbances (e.g., hurricanes), climate change has led to an 80% reduction in live coral cover on portions of the reef over the last 20 years. Belize now has a coral cover of 13-15%, which is less than the 20% average for the Caribbean. Considering the economic contribution of Belize's barrier reef to its economy (\$150 million USD/year), continued negative impacts will have devastating impacts on the Belizean economy and the fishing communities that depend on the reef for their livelihoods. Belize lies within the hurricane belt and the constant threat of hurricanes, which is expected to increase in both frequency and intensity due to climate change, remains a real threat to Belize's forests, reefs, and PAs. In recent years, forests in Belize have been significantly affected by hurricanes (e.g., Chantal, Keith, and Iris) causing considerable forest damage in the north and south of the country due to extended flooding and persistently strong winds. In addition to the physical damage (e.g., toppled trees, wind break, and defoliation), hurricanes leave native forests exposed to potential pest infestations that can wipe out entire forests. The outbreak of the bark beetle (*Dendroctonus* spp.) in 2000 and 2001 that affected over 26,000 ha of mature pine stands (*Pinus caribaea* and *P. tecunumanii*) in Belize's Mountain Pine Ridge Forest Reserve with nearly 100% mortality, is believed to be partially related to post-hurricane effects. Damage to forests also affects animal populations by reducing their food supply and changes in habitat availability that in turn may affect species composition. An increase in both hurricane frequency and intensity due to climate change is also responsible for the weakening or the destruction of the reef system, compromising its ability to buffer the tidal impacts from storms; this may cause severe negative impacts on coastal ecosystems (e.g., mangroves and coastal lagoons) and species due to increased water salinity, extended flooding, and coastal erosion.

#### **Institutions responsible for managing biodiversity**

Government Ministries that are responsible for biodiversity management and program implementation are the Ministry of Forestry, Fisheries, and Sustainable Development; and the Institute of Archaeology. Protected Areas management is supported by a well structured NGO network co-management agreements with the GOB.





The implementation of the biodiversity programmes and the responsibility for the sustainable management of natural resources and the environment is carried out by government departments in the Ministries of Natural Resources and Agriculture; Forestry, Fisheries, and Sustainable Development; and the Ministry of Culture to a lesser extent. The Forest Department currently manages 600,386 ha (1,482,954 acres) of PAs, representing 17 forest reserves, 16 national parks, seven wildlife sanctuaries, four nature reserves, and four natural monuments. Twenty-two of these PAs are co-managed through agreements with non-governmental organizations (NGOs) or community-based organizations (CBOs). The Fisheries Department manages eight marine reserves, four of which have co-management agreements with local NGOs or with CBOs and 11 spawning aggregation sites. The Institute of Archaeology is in charge of 11 archaeological reserves throughout the country. In 2005 Belize began the preparation of the Bio-safety Framework to address the importation of Genetically Modified Organisms (GMOs) or Living Modified Organisms (LMOs) and a draft policy has been prepared to encompass LMO's in order to promote bio-safety, as well as the shared benefits of LMO's. However, there is no policy to guide the utilization of local genetic resources to ensure optimum benefits to the country or to protect the natural populations and sources of genetic material. A National Bio-safety Commission was established in November of 2009 to assist BAHA (Belize Agricultural Health Authority) with its legal obligation and to move forward the national bio-safety program. There however, need to be additional support to train and hire staff. There is the need for greater international support to assist countries in the implementation of their programmes.

The Fisheries Department has recently developed a strategy to address the arrival of the boney Lionfish to the reefs of Belize. The fish was first sighted in Belize in early 2008 and since this initial siting the Fisheries Department and local NGO's continues to work to assess the population of the fish with the help of local fishermen and tourism stakeholders. The lionfish has had significant impact on marine resources since their accidental release in 1999.

### Major barriers to implementing the CBD Strategic Plan

The major obstacles in implementation of the CBD Strategic Plan include the lack of financial resources, the lack of research and development facilities, and insufficient technical capacity. While progress has been made in building institutional capacity for biodiversity conservation, there still remains much more to be done if Belize is to be able to effectively manage and protect its biological resources. Protected areas remain in need of trained personnel, information on key aspects of conservation such as distribution of species and demographic patterns in protected areas and biological corridors. Access to adequate financial resources remains a major challenge despite the support received Belize's Protected Areas Conservation Trust, GEF and other funding agencies. Therefore there is need for continued and increased international support in terms of financial and technical resources required to carry through the various activities of the Strategic Plan of CBD in order to reach substantial reduction of rate of biodiversity loss.

Additional constraints identified in the national capacity self-assessment report, include:

- The policies of the Forest and Fisheries Departments have largely been focused on the management of extracted resources.
- There is limited capacity to engage stakeholders and to build consensus among the community of environmental professionals representing many different GOB agencies, NGOs, CBOs and educational institutions.

- Environmental issues are often seen as counter to development efforts.
- GOB Departments focus more on internal issues rather than inter-department issues.
- Failure to integrate conservation and sustainable use of biodiversity into those agencies not directly involved in biodiversity management is largely due to the absence of appropriate and sustainable resource use policies.

In-situ Conservation and sustainable use of components of biological diversity:-

- Many of the terrestrial protected areas are established legally, have a management plan, but no real on-the-ground management activities in effect.
- Protected areas are threatened by de-reservation of lands for development. There are no transparent nor consistent established criteria to guide such de-reservation.
- Failure to fully develop the private protected areas potential in Belize is largely due to the lack of incentives.
- Local political and ethnic divisions within participating communities and incomplete representation of all community groups contribute to management problems.
- Legal status and guidelines for establishing private protected areas is presently lacking. Institutional and individual capacities to manage biological resources are constrained by inadequate human and financial resources.
- Failure to effectively protect vulnerable species, species at risk and ecosystems can be traced to poor understanding of the biology and ecology of the species or ecosystem, lack of baseline information and the inability to evaluate the results of management efforts.
- The individual capacity to implement monitoring and research occurs in country, but the funding to support these activities is not readily available.
- There are no effective systemic capacities in place to prevent establishment of invasive species.
- The application of Belize's rich traditional knowledge is constrained by the absence of organized effort to capitalize on it.
- Failures may be related to problems in developing and ensuring sustainable markets for such initiatives to encourage investments in sustainable enterprises.

### **Protected Areas in Belize**

The Protected Areas of Belize have evolved over the last few decades from being considered primarily as a resource bank, typically for forestry, to become a complex network of large and small 'enclaves' having a diversity of purposes and under a variety of management regimes, some more effective than others, reflecting changing conservation attitudes, as has the scope and direction of the various agencies responsible for their administration.

Today the country has 44% (1.22 Million hectares) of its land and sea resources protected under a variety of management structures: 769,093 ha of terrestrial reserves, 159,030 ha of marine reserves, and a further 128,535 ha protected through 'officially recognised' private conservation initiatives.

Based on the recently completed National Protected Areas System Plan (Meerman & Wilson), Belize has 94 protected areas that are governed by several protected areas related legislation. The protected areas system comprises national parks, nature reserves, wildlife sanctuaries, natural monuments, forest reserves, marine reserves, archaeological sites and archaeological reserves, as well as private reserves, strategic biological corridors and scenic landscapes of geomorphic significance.

Protected Areas in Belize include archaeological reserves and "accepted" private reserves. As part of Belize's protected areas system, there are Birds Sanctuaries that are some of the oldest protected areas. Archaeological Reserves include a number of Maya Sites managed by the National Institute of Culture and History (NICH).

Extractive Reserves form a grouping of Forest Reserves and Marine Reserves. These management categories were created for the management of extractive resources. This is the largest section of Protected Areas Categories (50% of total protected area extension):

- Forest Reserves = 9.3% of Total National Territory;

- Marine Reserves = 3.7% of Total National Territory; and,
- Combined coverage = 13.0% of Total National Territory.

The other conservation management categories are a grouping that represents management categories with conservation objectives. These include Nature Reserves, Wildlife Sanctuaries, no take areas (marine reserves), National Parks, and Natural Monuments. This grouping includes a total of 53 areas falling in 6 different classes including conservation/wilderness/no-take zones of marine reserves. The total national coverage of this category of protected areas is 9.3% of the total national territory.

With respect to Private Protected Areas, there are 8 private protected areas that meet the classification of either having a standing agreement with the Government, and those that have a defacto recognition and have management structure in place (Shipstern Nature Reserve, Community Baboon Sanctuary, Runaway Creek, Aguacate Lagoon, Monkey Bay Wildlife Sanctuary and Golden Stream Corridor Preserve) (Meerman, 2006). The total area that these 8 protected areas represent is 31, 663 hectares or 3.2% of Belize's National Territory.

The System is managed by 3 different Government Agencies : National Institute of Culture and History (NICH), the Forest Department and the Fisheries Department. There are also National NGOs and Community Based Organisations participating as co-managers of an important number of Protected Areas.

| PA category/type      | Quantity | Surface area, hectares | Corresponding IUCN category | Management authority                      |
|-----------------------|----------|------------------------|-----------------------------|---|
| Archeological Reserve | 12       | 11,573.1               | II                          | National Institute of Culture and History |
| Bird Sanctuary        | 7        | 5.9                    | IV                          | Forest Dept                               |
| Forest Reserve        | 17       | 380,328                | VI                          | Forest Dept                               |
| Marine Reserve        | 29       | 169,958.2              | II/IV                       | Fisheries Dept                            |
| National Park         | 17       | 166,138.5              | II                          | Forest Dept                               |
| Natural Monument      | 6        | 7,034.4                | Ia/III                      | Forest Dept                               |
| Natural Reserve       | 3        | 45,012.7               | Ia/II                       | Forest Dept                               |
| Wildlife Sanctuary    | 7        | 149,243.0              | IV                          | Forest Dept                               |
| Private Reserve       | 8        | 131,663.4              | VI                          | Private                                   |

| 1) National Reporting to CBD  |                                       |   |  |
|---|---------------------------------------|---|--|
| Reports   | Date of Submission to CBD Secretariat | Current Status*                         | Comments                                     |
| National Biodiversity Strategy and Action Plan  | 1998                                  | outdated                                | Needs updating                               |
| Revision of NBSAP   | Not yet started                       | Not yet started                         | Funding being applied for under this project |
| 1 <sup>st</sup> National Report   | 1999                                  | submitted                               |  |
| 2 <sup>nd</sup> National Report   | 2002                                  | submitted                               |  |
| 3 <sup>rd</sup> National Report   | 2006                                  | submitted                               |  |
| 4 <sup>th</sup> National Report   | 2010                                  | submitted                               |  |
| 2) Capacity Needs Assessments carried out   |                                       |   |  |
| Start Date:   |                                       | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/>                  |
|   |                                       | End Date: June 2005                     |  |
| Please list all of the CBD Program of Work and cross-cutting themes that were addressed in the Biodiversity Enabling Activities Capacity Needs Assessments <sup>4</sup> |                                       |   | Dates  |
| ▪ Forest biodiversity   |                                       |   | June 2005                                    |
| ▪ Invasive Alien Species  |                                       |   | June 2005                                    |
| ▪ Agricultural biodiversity   |                                       |   | June 2005                                    |

<sup>4</sup> For more details, please see: <http://www.undp.org/content/dam/undp/library/Environment%20and%20Energy/Integrating%20Environment%20into%20Development/ncsa/final%20report%20and%20action%20plan/english/ncsa-belize-fr-ap.pdf>

|  |  |
|--|--|
| ▪ Marine and coastal biodiversity  | June 2005  |
| ▪ Climate change and biodiversity  | June 2005  |
| ▪ Protected Areas  | June 2005  |
| <b>3) Clearing House Mechanism (CHM) established?</b>  | <b>YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></b> |
| CHM link(s):   |  |
| Is the CHM website maintained up to date?  | <b>YES <input type="checkbox"/> NO <input checked="" type="checkbox"/></b> |
| How many people currently operate and maintain the national CHM?   | <b>n/a</b>   |
| How many people visited the national CHM website in the past 12 months?  |  |
| Note: Belize has a designated CHM focal point but not functional website that functions as a CHM. Funding is being requested through this project for the purpose. |  |

**B. ENABLING ACTIVITY GOALS AND OBJECTIVES (The proposal should briefly justify the need for the project.)**

**The Baseline Project: The Current NBSAP and the new CBD Strategic Plan**

The new CBD Strategic Plan, adopted at CoP-10 in 2010 in Nagoya, clearly addresses the need for updating NBSAPs, stating in Target 17 that “By 2015, each Party has developed, adopted as a policy instrument, and has commenced implementing an effective, participatory and updated national biodiversity strategy and action plan.” The strategic plan also covers a range of issues that will need to be incorporated into the revised NBSAPs, including guidance to countries to: a) fully realise the value of biodiversity and ecosystem services, and incorporate these values into national and local development and poverty reduction strategies (Targets 1 and 2); b) increase the global terrestrial protected area estate from 12% to 17% and the marine estate from 6% to 10% (Target 11); c) restore and safeguard key ecosystem services, especially for water, health and livelihoods (Target 14); and d) strengthen ecosystem resilience to climate change and promote ecosystem-based approaches to climate change adaptation and mitigation (Target 15).

The most recent NBSAP for **Belize** was completed in **1998**. This version of the NBSAP does not include the following elements of the CBD Strategic Plan’s Aichi Targets:

- A plan for integrating the value of biodiversity into national and local development and poverty reduction strategies and planning processes and are being incorporated into national accounting, as appropriate, and reporting systems (Target 2)
- A plan for creating incentives and removing harmful subsidies (Target 3)
- A plan for developing landscapes that have sustainable production and consumption and ensure the use of natural resources falls well within safe ecological limits. (Target 4)
- A plan for fully implementing the Programme of Work on Protected Areas, including increased protection and landscape/seascape connectivity (Target 11)
- A plan for restoring and safeguarding ecosystems that provide essential services, including services related to water, and contribute to health, livelihoods and well-being (Target 14)
- A plan for strengthening ecosystem resilience and the contribution of biodiversity to carbon stocks, including the restoration of at least 15 per cent of degraded ecosystems (Target 16)
- A plan for the mobilization of financial resources for effectively implementing the Strategic Plan for Biodiversity 2011-2020 from all sources (Target 20)

**Proposed Response and Rationale: The new generation of BD EA.** This project seeks to fully incorporate the above issues into the NBSAP. This ‘new generation’ of NBSAP will help set a regional standard of excellence by creating a national road map for achieving the Aichi Targets. Special emphasis will be placed on mainstreaming biodiversity into development plans, incorporating protected area networks and sustainable production systems into ecosystem-based climate adaptation and resilience plans, and creating sustainable finance for biodiversity conservation through the full valuation of key ecosystem services.

**Alignment with Focal Area Outcome(s):**

**BD5 Objective:** Integrate CBD Obligations into National Planning Processes through Enabling Activities (herein serving as the ‘Project Development Goal’):

**Focal Area Outcome 5.1:** Development and sectoral planning frameworks at country level integrate measurable biodiversity conservation and sustainable use targets.

**The Project *Objective* is:**

To integrate Belize’s obligations under the Convention on Biological Diversity (CBD) into its national development and sectoral planning frameworks through a renewed and participative ‘biodiversity planning’ and strategizing process, in a manner that is in line with the global guidance contained in the CBD’s Strategic Plan for 2011-2020.

**This will be achieved through the following *Outcomes* (corresponding to components described in detail below):**

- Outcome 1 – A participative stocktaking exercise on biodiversity planning takes place and national biodiversity targets are developed in response to the global Aichi Targets
- Outcome 2 – The NBSAP is revised/updated and it fully integrates new aspects of the CBD strategic plan, such as mainstreaming and anchoring the implementation of the plan into national development frameworks, valuing ecosystem services and promoting ecosystem-based adaptation and resilience
- Outcome 3 – National frameworks for resource mobilization, Convention reporting and exchange mechanisms are established and strengthened

Refer to Part I, Table A and to the next section for more details.

**How the project plans to build national capacity**

Enabling Activities are considered foundation activities within the framework of the GEF.

The ultimate goal of Biodiversity Enabling Activities is to build national capacity across the board for biodiversity management. The effective achievement of global biodiversity benefits depend on the development of national capacity for managing biodiversity. The more robust this capacity is in a given country, the more effective the national implementation of the CBD will be.

The approach to building of national capacity in this proposal follows the guidance from the GEF Strategic Approach to Enhance Capacity Building (2003) under the GEF’s cross-agency Capacity Development Initiative. Three levels of capacity were identified: individual, organizational and systemic. Quoting from a recent GEF publication on the theme of capacity (GEF 2010) :

*“At the individual level, capacity development refers to the process of changing attitudes and behaviors, most frequently through imparting knowledge and developing skills through training. However it also involves learning by doing, participation, ownership, and processes associated with increasing performance through changes in management, motivation, morale, and improving accountability and responsibility.*

*Capacity development at the organizational level focuses on overall performance and functioning capabilities, such as developing mandates, tools, guidelines and management information systems to facilitate and catalyze organizational change. At the organizational level, capacity development aims to develop a set of constituent individuals and groups, as well as to strengthen links with its environment.*

*At the systemic level, capacity development is concerned with the “enabling environment”, i.e., the overall policy, economic, regulatory, and accountability frameworks within which organizations and individuals operate. Relationships and processes between organizations, both formal and informal, as well as their mandates, are important.”*

In this light, this project will build national capacity in Belize in the following manner:

|                |   |
|----------------|---|
| Individual     | Much of the work under this project will be carried out through working groups or focal groups. This is an ideal forum for imparting knowledge among different individuals involved in biodiversity planning and in environmental matters in Belize in general. For many of the civil servants and NGO staff in Belize, the opportunity for working within a project like this is a form of training. Furthermore, consultation, participation and ownership are guiding principles of biodiversity planning processes. These are an essential part of this proposal. |
| Organizational | In particular, the following activities are specially targeted at building organizational capacity: <ul style="list-style-type: none"> <li>▪ Taking stock of the NBSAP and identifying barriers to its implementation</li> <li>▪ Taking stock of the lessons learned in the use of promotion mechanisms for the conservation and sustainable use of biodiversity.</li> <li>▪ Setting targets and priorities</li> </ul>  |

|          |   |
|----------|---|
|          | <ul style="list-style-type: none"> <li>▪ Developing implementation plan for the revised NBSAP</li> <li>▪ Assessing and strengthening capacity needs</li> <li>▪ Developing the clearinghouse mechanism</li> <li>▪ Developing a permanent framework for reporting to the CBD</li> </ul>   |
| Systemic | <p>In particular, the following activities are specially targeted at building systemic capacity:</p> <ul style="list-style-type: none"> <li>▪ Assessing and integrating ecosystem services through economic valuation</li> <li>▪ Mainstreaming biodiversity into development policies, plans and practices and into sectoral plans and strategies</li> <li>▪ Incorporating climate change issues into NBSAPs</li> <li>▪ Integrating the NBSAP implementation plan with the CBD Program of Work on Protected Areas implementation plan and Nagoya Protocol, among others.</li> <li>▪ Securing sustainable finance for NBSAP implementation</li> <li>▪ Monitoring and reporting on the status of biodiversity under climate change scenarios</li> </ul> |

The project outcomes as is presented build national organizational and systematic capacities for functional planning, management and monitoring of Belize’s natural resource/ biodiversity base. The updating of key thematic area plans and the formalization of national structures and the establishment of permanent frameworks facilitating monitoring and reporting are key to the country’s change agenda where the targets and guidance from the CBD Strategic Plan (2011-2020) become fully anchored into national development frameworks.

The project also provides the opportunity to integrate meaningfully indigenous peoples and gender considerations into this development process. This is important as indigenous usage and gender roles are important when considering the management of biodiversity in Belize. The Project will continue to support Government commitments as it relates to the implementation to the CBD and build upon effective management of its terrestrial and marine protected areas whilst enhancing the capacity of its stakeholders who in return protect and sustain the use of the country’s terrestrial and marine biodiversity.

### C. DESCRIBE THE ENABLING ACTIVITY AND INSTITUTIONAL FRAMEWORK FOR PROJECT IMPLEMENTATION

The proposed **project strategy** is standard and in conformity with UNDP’s approach to EA in GEF5. The proposed framework ensures sustainability of actions, and employs adequate feedback mechanisms allowing for flexibility and adaptability of process.

#### Detailed Description of Activities per Project Component / Outcome

The description that follows has been organized in five modules (I -V), following the GEF’s guidance, but which for the sake of simplicity were grouped within the three already mentioned Components / Outcomes. The following are modules:

| Component | Outline of modules for NBSAP Revision and Related Activities                | Indicative percentage of total GEF funding in the proposal (excl. PM) |
|-----------|---|---|
| 1         | I. Preparation  | 7%  |
|           | II. Setting national targets, principles, & main priorities of the strategy | 8%  |
| 2         | III. Strategy and action plan development                                   | 40%   |
| 3         | IV. Development of Implementation plans and related activities              | 25%   |
|           | V. Institutional, monitoring, reporting and exchange                        | 20%   |

#### **Component 1. Stocktaking and national target setting**

##### **Key Outputs expected under this component includes the following:**

- 1.1 Review and stocktaking of products and results from previous biodiversity planning processes at the national level are carried out in participative manner.
- 1.2 In response to the global Aichi Targets, national biodiversity targets are developed in a manner that is attuned to Belize’s reality.
- 1.3 The achievement of national targets, developed in line with the global Aichi Targets, is duly monitored during the project

duration and beyond, and this is reported upon to the CBD through national reports and other means.

**Key Outcomes:**

- By end of 2012, a multi-sectoral/multi-stakeholder working group is established and it completes the stock-taking exercise.
- By 2012, national targets in response to the global Aichi Targets are developed.

**Key Products or publications resulting from activities:**

- Brief Review of the Biodiversity Planning Process in Belize
- Biodiversity Targets for Belize: As part of national efforts to implement the CBD's Strategic Plan for 2011-2020

**Key Activities (I-II):**

**I. *Preparing for the NBSAP revision***

- Taking stock of the NBSAP and identifying barriers to its implementation: This activity will focus on rapidly but accurately taking stock of existing plans, policies and practices, and of the root causes of biodiversity loss. Within country-specific contexts, the aim is not only to identify key threats, but to understand the drivers behind these threats, as well as the key aspects of the policy environment that are barriers and challenges to effective conservation/sustainable use. Based on existing studies and analyses, the emphasis of this activity will be on identifying key gaps in the existing NBSAP, understanding the primary drivers and root causes, and identifying the means of overcoming existing barriers and challenges.
- Stakeholder consultation and participation: This activity will focus on ensuring a robust consultative process that engages representatives from key sectors, administrative leaders, and traditionally under-represented groups. The aim is to develop and sustain a participatory process in order to increase the likelihood of successful implementation of the NBSAP. This is especially important relative to the goals of mainstreaming biodiversity into national development plans, and promoting resilient landscapes that include production sectors. (refer to section B5).

**II. *Setting targets***

- Setting targets and priorities: This activity focuses on setting specific, measurable, achievable and time-bound targets for the NBSAPs based on the global Aichi Targets, including targets on restoration of ecosystems, protected area coverage, overall biodiversity loss, and other aspects of the Strategic Plan. This activity, which is linked to priority setting among different aspects within the NBSAP, will be completed by CoP-11.

**Component 2. NBSAP Update**

**Key Outputs expected under this component includes the following:**

- 2.1 Exploring and costing options for Ecosystem-based adaptation to climate change in Belize
- 2.2 Updating of Belize's National Biodiversity Strategy and Action Plan (NBSAP) anchored into national development frameworks. The NBSAP fully integrates new aspects of the CBD strategic plan, such as: (i) mainstreaming; (ii) the valuing of ecosystem goods and services; and (iii) the incorporation of challenges and opportunities linked to ecosystem-based adaptation and resilience.
- 2.3 The updated and fully endorsed NBSAPs for Belize is submitted to the CBD within the deadline set by the COP.

**Key Outcome:**

- By early 2014, the Belize NBSAP is fully updated, it is in line with the guidance in the CBD Strategic Plan (2011-2020) and has been submitted to the CBD COP

**Key Products or Publications resulting from activities**

- Second National Biodiversity Strategy and Action Plan for Belize
- Sub-product 1: Study on Advances in Sectoral Mainstreaming of Biodiversity in Belize
- Sub-product 2: Study on the Incorporation of Challenges and Opportunities linked to Ecosystem-Based Adaptation and Resilience in Belize.

**Key Activity (III)**

**III. *Developing the NBSAP***

This step will seek to achieve the following: (i) Developing the strategy and actions to implement the agreed targets through national consultations; (ii) Application of the NBSAP to sub-national entities through sub-national and local consultations; and (iii) Sectoral integration including mainstreaming into development, poverty reduction and climate change plans through sectoral consultations.

While the project will focus on updating all aspects of NBSAPs, it will place particular emphasis on those aspects that are both highlighted in the 2011-2020 CBD Strategic Plan, and that are typically absent from its existing NBSAP. These include the following:

- Mainstreaming biodiversity into development policies, plans and practices and into sectoral plans and strategies: Mainstreaming has been defined as the internalization of biodiversity conservation goals into economic and development sectors, policies and programs, such that they become an integral part of their functioning of these sectors.<sup>5</sup>
  - ✓ As part of this process, the project will focus on the following sectors:  
Agriculture,  
Forestry  
Tourism, Trade, Travel and Transport  
Fisheries  
Development Planning & Finance
  - ✓ The Project will also focus on the following development areas / topics:  
Land-use management, including spatial and infrastructural development planning  
Development finance  
Poverty alleviation  
Rural development and livelihoods  
Food security  
Gender  
Climate change mainstreaming
  - ✓ Specific steps in this process will include:
    - Forming partnerships between relevant stakeholders interested in biodiversity conservation issues and in development issues
    - Explicitly identifying key stakeholders' interests, and desired outcomes
    - Identifying potential conflicts and trade-offs, and work towards mutually acceptable solutions, including strategies that serve mutually beneficial interests and achieve mutually beneficial outcomes
    - Embedding and institutionalizing these strategies in the institutions, policies, agreements, programs and mechanisms of each sector
- Incorporating climate change issues into NBSAPs: The previous NBSAP did not adequately address aspects of climate change. This activity will involve incorporating aspects of climate change into NBSAPs, including, for example:
  - a) identifying, protecting and appropriately managing areas important for carbon sequestration;
  - b) assessing the impact of climate change on the functioning of ecosystem services, such as water;
  - c) identifying areas important for improving nature's ability to adapt to climate change, such as altitudinal gradients and conservation corridors
  - d) identifying areas of particular importance for restoration in order to improve climate resilience, adaptation and mitigation.

### **Component 3. National frameworks for NBSAP implementation, CDB reporting and exchange mechanisms**

#### **Key outputs expected under this component includes the following:**

3.1 National frameworks for NBSAP implementation is in place and includes: (i) institutional leadership for implementation is established and strategic partnerships forged (nationally and internationally); (ii) a costed and prioritized Action Plan is appended to the NBS; (iii) needs assessments on capacity, technology and finance are carried out; and (iv) a strategy for

<sup>5</sup> Petersen, C and B. Huntley. 2005. Mainstreaming Biodiversity in Productive Landscapes. Working Paper 20. Washington DC: GEF.



resource mobilization for the implementation of the NBSAP is produced and includes a baseline assessment of existing biodiversity finance.

3.2. A permanent framework for CBB reporting is established and receives recurrent funding from government and other sources according to needs and in a timely manner; such framework may include: institutional anchoring, the statutory establishment of technical committees, facilities and arrangements in place for data sourcing and monitoring, etc.

3.3 Immediate CBD reporting obligations are met by Belize in a timely manner, in particular the Fifth National Report to the CBD by 31 March 2014

**Key Outcomes:**

- By 2013, complete the updating and improvement of national clearinghouse mechanisms
- By 2014, complete plan for implementing the NBSAP, including capacity, technology and finance needs assessment

**Key Products or publications (maybe combined into one):**

- Set of 'straight-forward' and feasible NBSAP implementation plans, which ensure the effective implementation of the Action Plan contained in the NBSAP
- Fully functional CBD reporting framework for Belize, based on best practices on the matter

**Key Activities (IV – V)**

**IV. Developing implementation plans**

This activity will focus on developing an overall plan for implementing the NBSAP. This implementation plan will include the following components:

- a) Developing an overall implementation plan: The primary output of this activity is an overall implementation plan that delineates major steps, responsible parties, costs for main activities, expected outcomes and a timeline
- b) Integrating the NBSAP implementation plan with the CBD Programme of Work on Protected Areas implementation plan: Belize continues to implement actions as is elaborated in the country's PoWPA. In accordance with the Programme of Work for Protected Areas, Belize undertook to develop a National Protected Areas Policy and System Plan (NPAPSP). The Policy is Belize's Agenda on protected areas. The Plan grounds itself on a set of underlying principles, the Ecosystem Approach, the Precautionary Principle, the Importance of Science, the Importance of Local and Indigenous Community Knowledge, Monitoring and Evaluation and Cost-effectiveness and Efficiency. Consequently, the Plan for the protected areas of Belize is focused on the delivery of 4 Goals: 1.) A comprehensive protective area policy which sets the general policy framework in which the National Protected Area Systems Plan is to be implemented, 2.) An assessment and analysis of the Protected Area System which set out to assess the present protected area network and its characteristics in terms of comprehensiveness, representativeness, adequacy, balance and coherency. Recommendations were made to optimize these qualities in a consolidated system, 3.) Procedures for Management and Sustainable Use which assessed the current administrative and management procedures at system and site level and recommendations for improvements. This included all governance issues ensuring that the protected area system and its supporting legal instruments accommodate the full range of interests and rights in natural resource management, and 4.) Strengthening Management and Monitoring which covers the need to achieve effective protected area management through sound procedures, capacity building, adequate financing, obtaining and making good use of information, and through monitoring and self-assessment.

It is the objective of national managers to ensure synergy across plans and to ensure that the work on protected areas, including goals, objectives and next steps, are fully integrated into the NBSAP and is supportive of the national development agenda. Particular emphasis will be placed on those aspects of Target 11 from the CBD Strategic Plan focusing on improved management effectiveness, sustainable financing of protected areas, improved ecosystem connectivity, and integrating protected areas into the wider production landscape and seascape.

- c) Securing sustainable finance for NBSAP implementation: Article 20 of the Convention mentions the need for Parties "to provide, in accordance with its capabilities, financial support and incentives in respect of those national activities which are intended to achieve the objectives of this Convention." In the past few years, there has been a wide proliferation of innovative biodiversity finance mechanisms, such as payments for ecosystem services, conservation trust funds, biodiversity offsets and bio-carbon funding, among many others. Belize is still in the early stages of exploring these mechanisms. This activity will therefore focus on the following:

- Identifying the existing financial gap for implementing the NBSAP

- Identifying potential sources of revenue for filling these gaps
- Assessing the feasibility for these revenue sources
- Developing a detailed plan for operationalizing these revenue sources

d) Assessing and strengthening capacity needs: One of the primary areas of enabling activities is the assessment of capacity needs. The decisions at CoP-10 place new and ambitious demands on countries, including requirements to protect and sustainably manage their lands and water, to develop comprehensive plans that integrate climate change into their land use, development and sectoral plans and strategies, and to develop appropriate biodiversity and climate policies, laws and incentives. This activity will ensure that Belize develops a road map for strengthening these specific capacities. Building on existing capacity needs assessment, and using existing guidance, Belize will identify the following gaps, along with capacity-building strategies to fill those gaps.

- Inefficiencies in resource management particularly in those models which requires strong community participation in the management of the resource base
- Untimely and perceived under-reporting to CBD
- Limitations in funds available for direct implementation of NBSAP
- Environmentally derived economic benefits (e.g. from tourism and fisheries) do not feed back into environmental programmes, except indirectly through general revenue
- Protected areas are numerous and difficult to manage and patrol with existing resources
- Inability to address the issue of IAS in a coordinated and comprehensive way as monitoring, and research capacities/ capabilities require development
- General lack of the financial, human and information resources needed for an ecosystem approach

#### V. *Institutionalizing, monitoring and reporting*

- Monitoring and reporting on the status of biodiversity under climate change scenarios: Monitoring and reporting on the status of biodiversity is a key aspect of several Programmes of Work within the CBD. To date, efforts to monitor and report on the status of biodiversity have been sporadic and have typically not taken into full account the status and trends of biodiversity, the status of effective conservation, the contribution of ecosystem services (such as water and carbon), and the likely impacts of climate change on biodiversity and ecosystem services. Through this project, Belize will ensure that future monitoring and reporting on the status of biodiversity and ecosystem services is comprehensive, and fully incorporates climate change issues.
- Developing a permanent framework for reporting to the CBD: Parties to the CBD committed to submitting a fifth national report by 2014. In this project, Belize will submit a 5<sup>th</sup> National Report that fully covers the NBSAPs, key changes in the status and trends in biodiversity status, threats and conservation, and will develop a long-term reporting framework that will enable us to better track changes over time.

#### **Project consistency with national strategies and plans or reports and assessments relevant for the CBD, as well as other cross-cutting assessments and priority setting exercises**

Belize signed the Convention on Biological Diversity on June 13 1992 in Rio de Janeiro, Brazil and ratified it in December 1993.

At a national level, the key strategies, policies and plans that are relevant for Belize's Enabling Activity Proposal:

Belize has identified development priorities and challenges through a variety of analyses and planning processes, some of which included broad stakeholder consultations. Among them are the 2002 and 2009 Country Poverty Assessments; the 2007-2010 and 2009-2013 National Poverty Elimination Strategy and Action Plans (NPESAP); Horizon 2030; and the Medium-Term Development Strategy (MTDS) (2010-2013). While the documents have slightly different emphases and time-frames, their initiatives and actions are closely linked and aligned.

- *Horizon 2030*: In September 2010, Belize completed a comprehensive long-term planning initiative entitled "Horizon 2030", the result of extensive stakeholder consultations both at the grassroots level in every district and later, in smaller meetings at the sector level. This ambitious undertaking sought to produce a National Development Framework with clearly established goals and development targets. It identified "critical sectors for long term sustained policy actions during the next 20 years, as well as presenting proposals for converting the long term vision and goals into medium term strategies and for which targets can be set and implementation, monitoring and evaluation processes defined".

Horizon 2030 identified two principal pillars for long-term development, first, Democratic Governance, both from the perspective of good governance as the critical foundation of development, and from the perspective of the growing challenges of crime, citizen security and access to justice. The second key pillar was entitled Education for Development, encompassing a broad human capital concept with the notion of Education for Life and Lifelong Learning. In the analysis, the central binding constraint of development was seen to be the performance of the economy and national resources necessary for investing in development. Hence, the documents stressed the need to develop a resilient economy to face social and economic shocks and a strong focus on energizing key productive sectors. ***The “Bricks and Mortar” for the development effort would be founded on ensuring healthy citizens, and sustainable natural resources management with an emphasis on climate change and natural disaster risk reduction.***

- *Belize National Protected Areas Policy and Systems Plan:* In 1996 Belize established the National Biodiversity Committee which was charged with the formulation of the National Biodiversity Strategy and Action Plan (NBSAP). This Strategy and Action Plan was developed in 1998 and sought to address the main threats to biodiversity in Belize and the establishment of an overall coordinating body to direct biodiversity conservation. The NBSAP highlighted the need for a comprehensive and integrated approach to the management of protected areas and the creation of greater efficiencies in the management and conservation of Belize’s national biodiversity by facilitating greater coordination and capacities in regulatory agencies through legislative reform and targeted management mechanisms. Community participation was emphasized as being critical to the implementation and success of the NBSAP. The system plan would assist Belize in upholding its commitments to regional efforts such as the Mesoamerican Biological Corridor and the Mesoamerican Barrier Reef System.
- *Belize National Biodiversity Action Plan:* Belize’s Biodiversity Strategy and Action Plan was designed in a manner to identify priorities for actions based on their achievability and on the assumption and principle of conservation success through greater community participation and the equitable distribution of benefits to the people. The action plan addresses the direct conservation and essential measures that support conservation. The direct conservation action include in-situ conservation (establishment of parks, biological corridors, conservation areas, promoting conservation of wild crop relatives and wild plants for food production, conservation of forest management units etc.) and ex-situ conservation (expansion of botanical garden and arboretum and establishment of branch botanical gardens, capacity building etc.). While the action plan is outdated, some basic features of the plan remains relevant to biodiversity management in Belize.
- *Belize Rural Area-based Development Strategy:* In defining this rural policy, the following referents were considered: Belize’s National Development Framework- Horizon 2030, the Central American Area-based Rural Development Strategy 2010-2030 (ECADERT), together with other national and regional strategies, policies, programs and projects that may be relevant to the rural milieu in Belize. However, it is also necessary for Belize to establish a rural policy of its own, fully adapted to the country’s particular economic, social and environmental conditions. The National Strategy for Rural Area-based Development for Belize aims to promote the integration of rural territories into the general dynamics of the country’s development, creating an enabling environment that will encourage stakeholders in rural areas to become involved in - and committed to - promoting their own development and wellbeing.

With respect to its scope, the National Strategy includes all types of actions and measures for sustainable rural development, either applied directly through the strategy’s Implementation Program, or in coordination with the relevant sectoral policies. The actions and measures contemplated in the Strategy are multi-sectoral and environmental. These coherently reflect the new reality of an increasingly diversified rural milieu in economic terms, and one that is recognized as having an important multi-functionality for society as a whole.

- *Belize Land Use Policy and Integrated Planning Framework for land Resource Development:* The national land use policy reflects synergizes the existing policies of the Government of Belize. The policy addresses issues relating directly to the use of land – housing, agriculture, and infrastructure – but also to its resources – fertility, geology, ecology, and hydrology – and its perception – landscape and social values. Furthermore, the land use policy incorporates the activities, whether proposed or in effect, of all agencies that are likely to have an impact on the use of land and its resources, either directly – such as in agriculture or housing – or indirectly – such as through social or cultural enhancement programmes. Through this multi-faceted approach the integrated land use policy creates the context whereby the opportunities and parameters the use of the land of Belize is determined.

Policy topics range from tourism, transport infrastructure, utility provision, mineral extraction, forestry, housing, conservation, commercial enterprise, agriculture, land allocation, and community development. The following are some of its many indicators:

- a. In the urban environment, much low-cost housing is being developed in locations that have minimal employment opportunities, negligible public services and poor infrastructure, and are often prone to such adverse conditions as inundation, drought and other hazards.
- b. Similarly, lands with relatively high agricultural potential around urban centres are speculatively subdivided into lots that have no agricultural feasibility, leading to their removal from the stock of potentially productive agricultural land.
- c. Poorly designed and planned construction is creating an unsightly and confused built environment that is ill prepared for natural disasters and is a burden on service and utility provision, is prohibitively costly (if not ineligible for effective insurance) and which damages the urban and rural landscape and the grain of social connectivity.
- d. Related to the issue above, some development, both urban and rural, is undertaken with little or no reference to local conditions, local needs or local preferences. This can contribute to social alienation, inadequate provision, and an associated lack of community cohesion. In this light also, the phenomenon of 'ribbon development' places a great strain on the provision of services and utilities.
- e. Furthermore, inefficient traffic flow and unsatisfactory connections between residential and commercial areas are also an indication of poor urban design, undertaken without suitable assessment of future needs or present conditions.
- f. In the rural environment, various agricultural schemes, both large and small-scale, have been undertaken with minimal assessment of the terrain and soil potential. This can cause harm to the environmental services these lands may be providing.
- g. Encroachment on protected areas and sensitive ecosystems negatively not only affects the international role that Belize plays on the level of conservation but effectively leads to land degradation and the loss of resources.

- *Sustainable Tourism Master Plan for Belize*: The National Sustainable Tourism Master Plan of Belize 2030 (NSTMP) highlights the strategic approach and subsequent action plan whose expected implementation results will lead Belize into the future equipped with a dynamic, competitive, and sustainable tourism industry. The National Sustainable Tourism Master Plan aims to achieve a set of quantitative and qualitative specific objectives by 2030. The quantitative objectives are defined indicators of tourism intensity described in the vision 2030. The qualitative objectives are defined as a desired market positioning or tourism vision, strategic market composition and destination development concepts.

These objectives have been based upon an in-depth analysis of the sector giving high priority to industry stakeholder consultation and tourism competitive potential of the country. They are considered achievable through the realization of the sustainable development strategic approaches and successful implementation of the framework designed by the NSTMP. The master plan proposes to structure the tourism offering into a diversified product portfolio that maximizes tourism asset potential that meets the international tourism market expectations while minimizing environmental footprint and supporting cultural heritage and local community development.

This project is a follow-on to the existing NBSAP, and it is consistent with it. It will be guided by priorities in above-mentioned strategies, policies and plans. The project builds on previous biodiversity planning and CBD reporting processes. It also builds on the conclusions from previous capacity assessments, taking these one step further.

### **Collaboration and synergies with related initiatives**

Belize has a small but highly relevant portfolio of GEF biodiversity projects. These are either under implementation, have been recently concluded or are in the pipeline. Some of these projects have direct relevance for the activities under this EA project. The Enabling Activity Coordinator, the host institution and the UNDP Country Office will ensure that this Enabling Activity project can benefit from technical synergies with the mentioned initiatives, as well as with other ones. This will be fostered in the following manner:

- ✓ UNEP/GEF Project on *National Capacity Self-Assessment (NCSA)* – concluded in 2006. The results of the NCSA will be utilized in updating the baseline analysis in the capacity assessment activities under the current project.
- ✓ UNDP/GEF Project on *Strengthening Institutional Capacities for Coordinating Multi-Sectoral Environmental Policies and Programmes (PIMS 3708)*: The aim of this project is to create a new policy coordination structure (an organizational entity) and mechanism (representational committee) by streamlining the existing multiple and

overlapping ones. This new structure and mechanism will facilitate and catalyze the strategic review of Belize's many environmental policies with the aim of maximizing synergies and efficiencies to conserve biodiversity, adapt to and mitigate impacts of climate change, and reduce land degradation. The results of this project will directly contribute to Belize's ability to mainstream biodiversity into key natural resource and development sectors.

- ✓ UNDP/GEF Project to Strengthen National Capacities for the Consolidation, Operationalization and Sustainability of Belize's Protected Areas System (PIMS 4207): The aim of this ongoing project is to develop effective legal, financial, and institutional capacities to ensure sustainability of the existing National Protected Areas System (NPAS). The results will directly contribute to Target 11 of the Aichi Targets (regarding protected area systems).

### **Project implementation arrangement**

The project will be implemented over a period of 2½-3 years. The Ministry of Forestry, Fisheries and Sustainable Development (MFFSD) is the government institution responsible for the implementation of the project and will act as the *Executing Agency*.

UNDP is the *GEF Agency* for the project and accountable to the GEF for the use of funds. The project is nationally executed (NEX), in line with the Standard Basic Assistance Agreement (SBAA, 1981) between the UNDP and the Government of Belize, and the Country Programme Action Plan (CPAP) for 2007-2012.

The overall responsibility for the project implementation by the MFFSD implies the timely and verifiable attainment of project objectives and outcomes. The MFFSD will provide support to, and inputs for, the implementation of all project activities.

The Ministry of Forestry, Fisheries, and Sustainable Development has nominated the Chief Forestry Officer to serve as the National Project Director (NPD) for the project implementation. The NPD will chair the Project Steering Committee (PSC) [and other relevant stakeholder, sectoral and working groups under the project], and be responsible for providing government oversight and guidance to the project implementation. The NPD will not be paid from the project funds, but will represent a Government in kind contribution to the Project. The NPD will be technically supported by a national project technical team as well as UNDP's technical backstopping provided by the UNDP/GEF Regional Technical Advisor responsible for the project and the UNDP Environment Focal Point at the Country Office],

Working closely with the Ministry of Forestry, Fisheries, Sustainable Development, the UNDP Country Office (UNDP-CO) will be responsible for: (i) providing project assurance services to government (ii) the recruitment of project staff, if so requested by government, and advise on the contracting of consultants and service providers, especially international; (iii) overseeing financial expenditures against project budgets approved by PSC; (iv) appointment of independent financial auditors; and (iv) ensuring that all activities including procurement and financial services are carried out in strict compliance with UNDP/GEF procedures. A UNDP Programme Associate will be assigned with the responsibility for the day-to-day management and oversight of project finance.

A *National Project Steering Committee* (PSC) will be convened by the Forest Department/ Ministry of Forestry, Fisheries, Sustainable Development and Indigenous Peoples, and will serve as the project's coordination and decision-making body (Project Board). The PSC will include representation of all the key project stakeholders. The PSC meetings will be chaired by the NPD. It will meet according to the necessity, but not less than once in 3 months, to review project progress, approve project work plans and approve major project deliverables. The PSC is responsible for ensuring that the project remains on course to deliver products of the required quality to meet the outcomes defined in the project document.

The day-to-day administration of the project will be carried out by the Enabling Activity Project Coordinator and Project Admin & Finance Assistant, who will be located within Ministry of Forestry, Fisheries, and Sustainable Development offices. The project staff will be recruited using the applicable recruitment procedures for the NEX/NIM modality. The Enabling Activity Technical Coordinator will, with the support of the Project Assistant, manage the implementation of all project activities.

The Enabling Activity Project Coordinator will liaise and work closely with all partner institutions to link the project with complementary national programs and initiatives. The Enabling Activity Project Coordinator is accountable to the Ministry of Forestry, Fisheries, Sustainable Development and Indigenous Peoples, and the PSC for the quality, timeliness and effectiveness of the activities carried out, as well as for the use of funds. The Enabling Activity Project Coordinator will also be technically supported by contracted national and international consultants and service providers.

### **Comparative advantage of UNDP in Belize with respect to this project:**

UNDP has historically been the largest GEF implementing agency in terms of assisting countries in undertaking biodiversity enabling activities, having assisted more than 100 countries with it through several projects. The GEF2 global project 'Biodiversity Support Programme' was jointly implemented with UNEP and has set the stage at the global level in the field of biodiversity planning among GEF eligible countries. The UNDP Belize CO has been selected as the Implementing Agency (IA) of this project by the GOB based on its longstanding working relationship with the GOB in the area of sustainable development and natural resources management. The UNDP serves as the in-country lead UN agency working in the area of biodiversity and has served as the IA for a majority of national biodiversity initiatives to date. UNDP Belize was party to the development of the NPAPSP, which serves as the basis for this project and the preparation of all submitted National Reports to the CBD. Its in-country presence has allowed for the IA's participation in a wide range of national development processes, which provides the IA with an understanding of national priorities and needs as well as direct linkages to the primary stakeholders involved in national PA management. This project will build upon the extensive experience of the UNDP in the development and implementation of major PA related projects globally. The UNDP's comparative advantages in the areas of institutional strengthening and human resource development are considered assets in this process.

The Government of Belize has requested UNDP assistance in designing and implementing this project, due to UNDP's track record in the Latin America and Caribbean Region. UNDP currently supports the development and implementation of GEF projects in the GEF focal areas of biodiversity, sustainable chemical management and capacity development. UNDP has an established national office in Belize with well-developed working relationships with the key stakeholders of the project. The Environment Unit in the Country Office counts on two professional programme officers. Moreover, the project will benefit from the presence of a UNDP/GEF Regional Technical Advisor dedicated to Biodiversity in the LAC Regional Service Centre / RCU. UNDP also has extensive experience in integrated policy development, human resources development, institutional strengthening, and non-governmental and community participation.

#### **Project's alignment with UNDP's programme for Belize**

The proposed initiative is consistent with approved UNDAF Outcome 3: Improving Sustainable Development Practices: "By 2011, national frameworks and capacities are in place, enhancing the ability to adequately address adaptation to and mitigation of the impact of disasters as well as the comprehensive, effective, equitable and sustainable management of the nation's natural resources". UNDP CPD addresses this UNDAF outcome in its CPD output which commits support for, "the Strengthening of the national framework for biodiversity management at state and non-state level".

#### **Stakeholder involvement in the implementation of the project**

The stakeholder involvement element is embedded in the description of several activities within this proposal which will have a consultative and participatory character. A full stakeholder involvement plan will be developed in connection with the preparation of the UNDP Project Document that will operationalise this proposal at the level of UNDP, allowing Belize to access the funding. This plan will depart from the following indicative and non-exhaustive list:

The Department of Forestry  
The Department of Fisheries  
The Department of Environment  
The Belize Agricultural Health Authority (BAHA)  
The National Protected Areas Secretariat  
The National Climate Change Committee  
The Ministry of Forestry, Fisheries and Sustainable Development  
The Ministry of Economic Development  
The Ministry of Energy, Science Technology and Public Utilities  
The Ministry of Rural Development  
The Protected Areas Conservation Trust  
The Association of Protected Areas Management Organization (NGO)  
The Belize Association of Private Protected Areas (NGO)  
The National Chapter of the MesoAmerican Society for Biodiversity and Conservation (NGO)  
Belize Chamber of Commerce and Industry  
The University of Belize Environmental Research Institute

The project will make every effort to ensure the participation of NGOs and CSOs stakeholders in the implementation of this project will be ensured in every stage of it. NGOs and CSOs in Belize are very active in the environment arena. They play an

important management, advocacy and ‘watchdog’ role with respect to biodiversity. Many of them count on extensive networks of stakeholders and have produced research data that can help enrich the products that this project will be concerned with. These advantages will be explored in full during project implementation.

The project coordination unit will ensure that the voice of indigenous and traditional groups will be duly heard and taken into consideration in the preparation of the new NBSAP. Specific COP guidance on the matter, linked to implementation of the Convention’s Article 8(j), will be followed.<sup>6</sup>

### **Gender marking**

Belize enjoys a very high gender index parity compared to many other countries in the region. The Government of Belize ratified the Convention on the Elimination of all forms of Discrimination Against Women in May 1990<sup>7</sup>. However, because of the important role that women have relative to biodiversity sustainable use and conservation in Belize, the project coordination will ensure that gender considerations become part and parcel of the updated NBSAP. COP guidance will be followed.<sup>8</sup> More specifically two are worth mentioning: (i) COP Decision IX/24 on the approval and endorsement of the CBD Gender plan of Action; and (ii) COP Decision X/19, which amongst other matters invited Parties to consider gender as a core cross-cutting issue in the implementation of biodiversity-related activities.

During the project inception the mandatory UNDP gender marker will be applied. This requires that each project in UNDP's ATLAS system be rated for gender relevance. This will for example include a brief analysis of how the project plans to achieve its environmental objective by addressing the differences in the roles and needs of women and men.

Furthermore, gender marking implies the production of the following data by the project's year 2 and by its end:

- Total number of full-time project staff that are women
- Total number of full-time project staff that are men
- Total number of Project Board members that are women
- Total number of project Board members that are men
- The number jobs created by the project that are held by women
- The number jobs created by the project that are held by men

### **D. DESCRIBE, IF POSSIBLE, THE EXPECTED COST-EFFECTIVENESS OF THE PROJECT:**

Belize’s natural resource base inclusive of its biodiversity is very important to the country’s economic development. The primary contributors to the national economy include tourism, agriculture and fishery and energy. The Horizon 2030 document articulates the need to protect the natural resource based as a means of safeguarding national economic development. The proposed GEF project will ensure that a national strategy and action plan guides all stakeholders and partners in the conservation of these precious resources, in order to avoid duplication and to ensure the application of resources in the most critical areas.

The project combines GEF funding with UNDP co-financing and a government investment in order to achieve the project objective without duplication to ensure the application of resources in the most critical areas. The government contribution to the project include the staff time of a Project Director and of support staff at the MFSD as well as other work related to execution, planning and reporting.

The cost-effectiveness of the proposed activities will further be ensured by combining government internal, national and international expertise in implementing similar projects. GEF funding of consultation costs will be supplemented by national expertise from within the national structure, finance from existing national resources. The GEF’s financing will target specialized consultants and knowledge not currently existing within the national structure. External support will be closely linked to national capacity building. UNDP is well positioned to assist Belize coordinate and when necessary, source the necessary expertise for this EA project in a cost-effective manner.

The project adopts the least-cost means of achieving the project’s objectives and follows the activity norms and cost benchmarks

<sup>6</sup> See e.g. [www.cbd.int/traditional](http://www.cbd.int/traditional).

<sup>7</sup> See <http://www.un.org/womenwatch/daw/Review/responses/BELIZE-English.pdf>

<sup>8</sup> See e.g. [www.cbd.int/doc/nbsap/nbsapcbw-pac-02/nbsap-nadi-scbd-gender.pdf](http://www.cbd.int/doc/nbsap/nbsapcbw-pac-02/nbsap-nadi-scbd-gender.pdf) and [www.cbd.int/doc/publications/cbd-ts-49-en.pdf](http://www.cbd.int/doc/publications/cbd-ts-49-en.pdf).

defined by GEF guidelines. It will be built upon the strong foundation of the previous developed NBSAP, Capacity Assessments and National Reports.

**E. DESCRIBE THE BUDGETED M&E PLAN:**

| Type of M&E activity  | Responsible Parties  | Budget US\$<br><i>Excluding project team staff time</i>  | Time frame   |
|---|--|--|--|
| Inception Meeting   | Project Coordinator<br>UNDP CO<br>UNDP GEF   | \$5,000  | Within first two months of project start up                          |
| Inception Report  | Project Team<br>UNDP CO  | None   | Immediately following IW   |
| Measurement of Means of Verification for Project Purpose Indicators, Project Progress and Performance (measured on an annual basis) | Oversight by Project Manager<br>Project team   | To be finalized during the inception phase and determined as part of the Annual Work Plan's preparation. | Annually prior to ARR/PIR and to the definition of annual work plans |
| Simplified Biodiversity Enabling Activities Annual Project Review / Project Implementation Report (APR/PIR)                         | Project Team<br>UNDP-CO<br>UNDP-GEF  | None   | Annually   |
| Quarterly progress reports  | Project team   | None   | Quarterly  |
| CDRs  | Project Manager  | None   | Quarterly  |
| Lessons Learned Log   | Project Manager<br>UNDP CO Programme Staff   | None   | Quarterly  |
| Terminal Report   | Project team<br>UNDP-CO  | Printing costs only, if any  | At least one month before the end of the project                     |
| Lessons learned   | Project team<br>UNDP-GEF Regional Coordinating Unit (suggested formats for documenting best practices, etc.) | To be determined as part of the Annual Work Plan's preparation.  | Yearly   |
| Audit   | UNDP-CO<br>Project team  | \$5,000 in total<br>To be included in the CO audit plan.   | Yearly   |
| TOTAL indicative COST<br><i>Excluding project team staff time and UNDP staff and travel expenses</i>                                |  | US\$ 10,000  |  |

**F. EXPLAIN THE DEVIATIONS FROM TYPICAL COST RANGES (WHERE APPLICABLE):**

-- n/a--

**PART III: APPROVAL/ENDORSEMENT BY GEF OPERATIONAL FOCAL POINT(S) AND GEF AGENCY(IES)**

**A. RECORD OF ENDORSEMENT OF GEF OPERATIONAL FOCAL POINT(S) ON BEHALF OF THE GOVERNMENT(S):**

(Please attach the [country endorsement letter\(s\)](#) with this template).

| NAME           | POSITION                  | MINISTRY  | DATE (Month, day, year) |
|----------------|---------------------------|---|-------------------------|
| Martin Alegria | Chief Environment Officer | Ministry of Forestry, Fisheries and Sustainable Development | May 17, 2012            |

**B. CONVENTION PARTICIPATION\***


| CONVENTION | DATE OF RATIFICATION/ | NATIONAL FOCAL POINT |
|------------|-----------------------|----------------------|
|------------|-----------------------|----------------------|



|                      | <b>ACCESSION</b> |                |
|----------------------|------------------|----------------|
| UNCBD                | 30/12/1993       | Wilber Sabido  |
| UNCCD                | 23/07/1998       | Wilber Sabido  |
| UNFCCC               | 31/10/1994       | Ann Gordon     |
| STOCKHOLM CONVENTION | 25/01/2010       | Martin Alegria |
| CITES                | 19/08/1986       | Wilber Sabido  |
| RAMSAR               | 22/08/1998       | Wilber Sabido  |

#### **B. GEF AGENCY(IES) CERTIFICATION**

This request has been prepared in accordance with GEF policies and procedures and meets the standards of the GEF Project Review Criteria for Biodiversity Enabling Activity approval.

| Agency Coordinator,<br>Agency name                        | Signature   | Date<br>(Month, day, year) | Project Contact Person   | Telephone      | E-mail Address              |
|---|---|----------------------------|--|----------------|-----------------------------|
| Yannick Glemarec,<br>UNDP/GEF<br>Executive<br>Coordinator |  | June 21, 2012              | Santiago Carrizosa,<br>Ph.D, Regional<br>Technical<br>Advisor, EBD | +507 -302-4510 | santiago.carrizosa@undp.org |

## ANNEX A. CONSULTANTS TO BE HIRED FOR THE ENABLING ACTIVITY

| <i>Position Titles</i>   | <i>GEF only<br/>\$ / Person<br/>Week</i>  | <i>GEF only<br/>Estimated<br/>Person<br/>Weeks</i> | <i>Tasks to be Performed</i>   |
|--|---|--|--|
| <b>For EA Management</b>   |   |  |  |
| <i>Local</i>   |   |  |  |
| <p>Project Manager<br/>(Co- financed by The Government of Belize. This in-kind input has been estimated at \$30K throughout the duration of the project )</p>  | n/a   | n/a  | <p>To undertake the general administrative requirements of the project, including those related to project management and funding. The key tasks are:</p> <ul style="list-style-type: none"> <li>• Ensure that project Objective, Outcomes, Outputs and Activities are executed in a timely and appropriate manner.</li> <li>• Develop annual work plans and budgets, and submit these to the Steering Committee and to the UNDP Country Office for approval.</li> <li>• Develop TORs for Consultants for technical services, consultants, experts, and specifications of materials as required by the project, in consultation with the Project Director/UNDP.</li> <li>• Facilitate, guide and monitor the work of consultants, and approve their deliverables in association with the Project Committee.</li> <li>• Organize and assist in project related activities, where required. These may include planning for meetings, local and national workshops, consultations, trips, and other project related activities.</li> <li>• Establish and maintain linkages with national and international organizations and persons which/who can be of assistance to the objectives of the Project.</li> <li>• Provide timely reporting of project status as required by the Project Committee and the UNDP.</li> <li>• Maintain records of Project Committee meetings, decisions, actions etc.</li> <li>• Coordinate with other initiatives and programs whose outcomes and outputs are relevant to this project's objectives.</li> <li>• Any other duties assigned by the Project Committee that have direct relevance to the project.</li> </ul> <p><i>Selection criteria:</i> should have a Bachelor's degree in management, administration, environmental management or related field with a minimum of 5 years management experience at a senior level, or an advanced degree with 3 years management experience. Knowledge and understanding of the relevant UN Convention, environmental issues in Belize, good leadership, coordination, communication, and facilitation skills are essential.</p> |
| <p>Project Assistant<br/>(In addition to the GEF funds for this post, UNDP will finance 30 more weeks, for a total of 60 person weeks. Thus the breakdown is as follows:<br/>GEF: \$166.66 * 30 weeks = \$5,000<br/>UNDP: \$166.66 * 30 weeks = \$5,000)</p> | <p>166.6666</p> <p><i>(presented with four digits to avoid round-off error)</i></p> | 30   | <p><i>Objective:</i><br/>To perform as the liaison person on administrative and finance matters for the project between UNDP and the Forest Department (Ministry of Forestry, Fisheries, Sustainable Development).</p> <p><i>Key tasks are:</i></p> <ul style="list-style-type: none"> <li>- Assist in preparing for Project Steering Committee meetings (Project Board) and prepare and circulate minutes and any other documentation necessary for the meetings</li> <li>- Compile background material, working papers and statistical data for briefing sessions</li> <li>- Arrange programme visits and prepare reports including travel administration functions</li> <li>- Assist in preparing for training sessions</li> <li>- Prepare payment requests to UNDP including adequate supporting documentation and follow up on status</li> </ul>  |

| <i>Position Titles</i>          | <i>GEF only<br/>\$ / Person<br/>Week</i> | <i>GEF only<br/>Estimated<br/>Person<br/>Weeks</i> | <i>Tasks to be Performed</i>  |
|---------------------------------|--|--|---|
|                                 |  |  | <ul style="list-style-type: none"> <li>- Draft routine correspondence and follow up and respond to queries on programme matters</li> <li>- Support with procurement of goods and services including contracts administration</li> <li>- Maintain an asset register for programme equipment</li> <li>- Collect, maintain and update data relevant to the programme</li> <li>- Maintain a consultants' database for the programme.</li> <li>- Maintain programme files for technical and financial records and keep information and reference material in a manner which allows easy reference and retrieval.</li> <li>- Provide programme information and data as requested by audit and evaluation missions</li> <li>- Support with preparation of workplans, progress reports including financial reports and obtaining necessary approvals and authorisations.</li> </ul> <p><i>Required Skills and Experience</i><br/>           Secondary Education preferably with specialized certification in Accounting and Finance. University degree in Public Administration, Business, Finance would be desirable.<br/>           5 years or more of relevant administrative or programme experience is required at the national or international level.<br/>           Experience in office management, equipment, usage of computers and office software packages (E-mail/Internet, MS Word, Excel, Publisher etc; ) and knowledge of spreadsheet and database packages and in handling of web-based management systems. Knowledge and experience of Government and UNDP project administration procedures will be an asset. Experience in Biodiversity programming will be an added advantage.</p>                     |
| <b>For Technical Assistance</b> |  |  |   |
| <i>Local</i>                    |  |  |   |
| NBSAP Stocktaking Consultant    | 1,250                                    | 12   | <p>To take stock of the success of the existing NBSAP and develop national targets in line with the global Aichi Targets. The key tasks are:</p> <ul style="list-style-type: none"> <li>• Take stock of existing plans, policies and practices in Belize that result in biodiversity conservation or loss.</li> <li>• Identify the root causes of biodiversity loss in Belize by first identifying the threat and then the drivers behind the threats.</li> <li>• Identify the key barriers and challenges in the policy environment to effective biodiversity conservation/sustainable use.</li> <li>• Based on existing studies and analyses, identify key gaps in the existing NBSAP.</li> <li>• Identify the means to overcome existing barriers and challenges.</li> <li>• Develop a stakeholder consultation and participation plan that will ensure that the NBSAP development process is participatory, increasing the likelihood of successful implementation of the NBSAP.</li> </ul> <p>Contribution to the following deliverables:</p> <ul style="list-style-type: none"> <li>• Brief Review of the Biodiversity Planning Process in Belize</li> <li>• Second National Biodiversity Strategy and Action Plan for Belize</li> <li>• Sub-product 1: Study on Ecosystem Valuation in Belize</li> <li>• Sub-product 2: Study on Advances in Sectoral Mainstreaming of Biodiversity in Belize</li> <li>• Sub-product 3: Study on the Incorporation of Challenges and Opportunities linked to Ecosystem-Based Adaptation and Resilience in Belize</li> </ul> <p><i>Selection criteria:</i> should have an advanced university degree in environmental management or related field with a minimum of 5 years</p> |

| <i>Position Titles</i>               | <i>GEF only \$ / Person Week</i>   | <i>GEF only Estimated Person Weeks</i> | <i>Tasks to be Performed</i>  |
|--------------------------------------|--|--|---|
|                                      |  |  | management experience at a senior level. Knowledge and understanding of the relevant UN Convention, the existing NBSAP and environmental issues in Belize are essential.  |
| NBSAP Review Consultant (LEAD)       | 1,333.3333<br><i>(presented with four digits to avoid round-off error)</i> | 30                                     | <p>To lead the overall process of the stocktaking, stakeholder consultation, national target setting and the development of the NBSAP and be responsible for the timely drafting and finalization of the NBSAP. The key tasks are:</p> <ul style="list-style-type: none"> <li>• Serve as team leader for other consultants involved in the NBSAP and be overall responsible for the timely drafting of the document for submission to the CBD Secretariat; strictly adhering to the deadlines agreed to; and ensuring quality control.</li> <li>• Ensure that the inception meeting results in a clear roadmap on the scope of services and project tasks to be accomplished under the guidance of the Project Manager, key national implementing partners and the UNDP technical staff.</li> <li>• Submit draft and revised versions of all studies and reports of the NBSAP activities to Project Manager, key national implementing partners and UNDP technical staff, per reporting timelines agreed on or before the inception meeting.</li> <li>• Play a pivotal role in developing a work plan and coordinating the input and outputs of all consultants, as well as overseeing the technical quality of deliverables.</li> <li>• Ensure that all Climate Change-related issues highlighted in the second National Communication to the UNFCCC that affect Biodiversity (Adaptation) or affected by Biodiversity (Mitigation) are integrated and addressed in the final NBSAP.</li> <li>• Ensure that all lessons learnt in the mainstreaming of biodiversity into the production sectors (this includes measures against Invasive Alien Species) are incorporated into the NBSAP.</li> <li>• Identify implementation partners for the undertaking of the various activities and develop an overall implementation plan.</li> <li>• Submit a final draft to the Project Manager, incorporating stakeholder inputs and guidance provided.</li> </ul> <p>Contribution to the following deliverables:</p> <ul style="list-style-type: none"> <li>• Brief Review of the Biodiversity Planning Process in Belize</li> <li>• Biodiversity Targets for Belize: As part of national efforts to implement the CBD's Strategic Plan for 2011-2020</li> <li>• Second National Biodiversity Strategy and Action Plan for Belize</li> <li>• Sub-product 1: Study on Ecosystem Valuation in Belize</li> <li>• Sub-product 2: Study on Advances in Sectoral Mainstreaming of Biodiversity in Belize</li> <li>• Sub-product 3: Study on the Incorporation of Challenges and Opportunities linked to Ecosystem-Based Adaptation and Resilience in Belize</li> <li>• Set of 'straight-forward' and feasible NBSAP implementation plans, which ensure the effective implementation of the Action Plan contained in the NBSAP</li> </ul> <p><i>Selection criteria:</i> should have an advanced degree (MSc) in environmental or natural sciences, preferably with exposure to biodiversity conservation. Proven track record of drafting relevant materials in the biodiversity/ecosystem based adaptation areas (publications, reports and related documentation). Proven ability to collect, verify and analyze information, and to finish and present work with a high degree of accuracy and technical quality. Ability to communicate effectively orally and in writing, in order to communicate complex, technical information to both technical and general audiences. Knowledge and understanding of the relevant UN Convention, Previous experience in the development of NBSAPs.</p> |
| NBSAP Preparation Support Consultant | 1,000  | 20                                     | Local consultant to support the preparation of implementation plans and the 5 <sup>th</sup> CBD Report ( Resource Mobilization plans, Action plan and TNA). The secondary consultant supports the lead in developing required implementation plans to the NBSAP. Complete TOR will  |

| <i>Position Titles</i>  | <i>GEF only \$ / Person Week</i> | <i>GEF only Estimated Person Weeks</i> | <i>Tasks to be Performed</i>   |
|---|----------------------------------|--|--|
|   |                                  |  | be developed during project inception.   |
| Support Consultant in the interface Biodiversity and Climate Change. UNDP-financed (\$1,000/week * 10 weeks. Total: \$10,000) | n/a                              | n/a                                    | Local counterpart to complement the international Specialist in the interface Biodiversity and Climate Change as a part of national capacity building/ knowledge transfer. Complete TOR will be developed during project inception.  |
| <i>International</i>  |                                  |  |  |
| Specialist in the interface Biodiversity and Climate Change   | 2,500                            | 10                                     | <p>The consultant will be responsible for ensuring that climate change considerations (both threats and opportunities) become integrated into Seychelles' NBSAP. The key concerned activity is: "Incorporating climate change issues into NBSAPs" under Component 2. This task will be carried out in close collaboration with the Seychelles Climate Change Committee.</p> <p>Key tasks will include:</p> <ul style="list-style-type: none"> <li>• Identify areas important for carbon sequestration and advise on protection and management strategies.</li> <li>• Update the country's ecological gap assessment to include future distribution to include predicted future distribution of biodiversity under climate change scenarios.</li> <li>• Assess the impact of climate change on the functioning of important ecosystem services in Seychelles.</li> <li>• Identify areas important for improving nature's ability to adapt to climate change, such as altitudinal gradients and conservation corridors.</li> <li>• Identify areas of particular importance for restoration in order to improve climate resilience, adaptation and mitigation.</li> </ul> <p>Contribution to the following deliverables:</p> <ul style="list-style-type: none"> <li>• Second National Biodiversity Strategy and Action Plan for Belize</li> <li>• Sub-product 2: Study on Advances in Sectoral Mainstreaming of Biodiversity in Belize</li> </ul> <p><i>Selection criteria:</i> should have an advanced degree (MSc) in environmental or natural science, with a specialization in ecosystem based climate change adaptation and/or mitigation. Experience in ecosystem based approach, ecosystem based adaptation to climate change and climate change adaptation in Biological/ecological services.</p> |
| BD Capacity Needs Assessment Consultant   | 2,500                            | 10                                     | <p>To objectively reveal Belize's capacity to effectively implement the obligations deriving from the ratification and accession of the UN Convention on Biological Diversity. The key tasks are:</p> <ul style="list-style-type: none"> <li>• Assess extent of role clarity pertaining to the national implementation of the CBD as it relates to implementation and enforcement of relevant biodiversity management activities across all primary and secondary stakeholders in central government, civil society, private sector, academia and local groups.</li> <li>• Determine the level of willingness to take responsibility and provide leadership in ensuring relevant CBD obligations and activities are fulfilled.</li> <li>• Assess whether the identified primary and secondary duty bearers have the necessary human resources to meet the specific obligations.</li> <li>• Assess the pattern and efficacy of participation at regional technical committees and COP meetings.</li> </ul>  |

| <i>Position Titles</i> | <i>GEF only<br/>\$ / Person<br/>Week</i> | <i>GEF only<br/>Estimated<br/>Person<br/>Weeks</i> | <i>Tasks to be Performed</i>   |
|------------------------|--|--|--|
|                        |  |  | <ul style="list-style-type: none"> <li>• Based on international best practice, recommend the most suitable institutional and/or accountability structure for the effective implementation and coordination of the CBD.</li> <li>• Identify and prioritise the capacity development needs required to effectively implement CBD obligations at all levels within central government.</li> <li>• Generate recommendations for capacity enhancement at all levels.</li> <li>• Generate recommendations to enable rationalisation of capacity and efficient resource allocation during implementation with other MEAs.</li> <li>• Develop a comprehensive Capacity Development Programme and Training Action Plan for effective implementation and coordination of CBD at the district and central government levels.</li> <li>• Contribution to the following deliverables:</li> <li>• Brief Review of the Biodiversity Planning Process in Belize</li> <li>• Set of ‘straight-forward’ and feasible NBSAP implementation plans, which ensure the effective implementation of the Action Plan contained in the NBSAP</li> </ul> <p><i>Selection criteria:</i> should have an advanced degree (Masters) in a discipline such as Human Resource Management or Public Administration. Proven experience in Skills Assessment, Capacity Development and Training. Minimum 5 years experience in institutional/organisational development and change management. Experience working with Environmental Institutions in Seychelles and in the region and added advantage.</p> |

**ANNEX B. CHRONOGRAMME OF ACTIVITIES**

| Comp | Modules  | Guiding activities under each module   | 2012 |    | 2013 |    |    |    | 2014 |    |    |    |   |
|------|--|--|------|----|------|----|----|----|------|----|----|----|---|
|      |  |  | Q3   | Q4 | Q1   | Q2 | Q3 | Q4 | Q1   | Q2 | Q3 | Q4 |   |
| 1    | I. Preparation   | 1. Rapid stocktaking and review of relevant plans, policies and reports  | ■    | ■  | ■    |    |    |    |      |    |    |    |   |
|      |  | 2. Identification of stakeholders; consultations and awareness   |      | ■  |      |    |    |    |      |    |    |    |   |
|      |  | 3. Rapid assessment of the causes and consequences of biodiversity loss highlighting the value of biodiversity and ecosystem services and their contribution to human well-being |      | ■  | ■    |    |    |    |      |    |    |    |   |
|      | II Setting national targets, principles, & main priorities of the strategy | 4. Setting national targets, principles, & main priorities of the strategy through national consultations  |      |    | ■    | D  |    |    |      |    |    |    |   |
| 2    | III. Strategy and action plan development                                  | 5. Developing the strategy and actions to implement the agreed targets through national consultations  |      |    |      | ■  | ■  |    |      |    |    |    |   |
|      |  | 6. Application of the NBSAP to sub-national entities through sub-national and local consultations  |      |    |      |    | ■  | ■  |      |    |    |    |   |
|      |  | 7. Sectoral integration including mainstreaming into development, poverty reduction and climate change plans through sectoral consultations                                      |      |    |      |    | ■  | ■  | D    |    |    |    |   |
| 3    | IV. Development of Implementation plans and related activities             | 8. Development of a plan for capacity development for NBSAP implementation.  |      |    |      |    | ■  | ■  | ■    | ■  |    |    |   |
|      |  | 9. Technology needs assessment   |      |    |      |    |    |    | ■    | ■  |    |    |   |
|      |  | 10. Development of a communication and outreach strategy for the NBSAP.  |      |    |      |    |    |    |      |    | ■  | ■  |   |
|      |  | 11. Development of a plan for resource mobilization for NBSAP implementation   |      |    |      |    |    |    |      |    | ■  | ■  | ■ |
|      | V. Institutional, monitoring, reporting and exchange                       | 12. Establishment/ strengthening of national coordination structures   | ■    | ■  | ■    | ■  | ■  | ■  | ■    | ■  | ■  | ■  | ■ |
|      |  | 13. Development of indicators and monitoring approach  |      |    |      |    |    |    |      |    | ■  | ■  |   |
|      |  | 14. Fifth national reports (March 2014)  |      |    |      |    | ■  | ■  | D    |    |    |    |   |

**ANNEX C. UNDP TOTAL BUDGET AND WORKPLAN**

| <b>GEF Component (Outcome) /Atlas Activity</b>   | <b>Impl. Agent</b>                            | <b>Fund ID</b>    | <b>Donor Name</b> | <b>ERP / ATLAS Code</b> | <b>Atlas Budget Description</b> | <b>TOTAL Amount (USD)</b> | <b>Amount Year 1 (USD)</b> | <b>Amount Year 2 (USD)</b> | <b>Amount Year 3 (USD)</b> | <b>Budget Notes</b> |
|--|---|-------------------|-------------------|-------------------------|---------------------------------|---------------------------|----------------------------|----------------------------|----------------------------|---------------------|
| 1. Stocktaking & National target setting   | NEX   | 62000             | GEF-10003         | 71300                   | Local Consultants               | 5,500                     | 3,500                      | 2,000                      | 0                          | a                   |
|  | NEX   | 62000             | GEF-10003         | 71300                   | Local Consultants               | 15,000                    | 10,000                     | 5,000                      | 0                          | b                   |
|  | NEX   | 62000             | GEF-10003         | 71600                   | Travel                          | 3,500                     | 2,000                      | 1,500                      | 0                          | c                   |
|  | NEX   | 62000             | GEF-10003         | 72200                   | Equipment and Furniture         | 2,000                     | 2,000                      | 0                          | 0                          | d                   |
|  | NEX   | 62000             | GEF-10003         | 72400                   | Communic & Audio Visual Equip   | 2,000                     | 1,000                      | 1000                       | 0                          | e                   |
|  | NEX   | 62000             | GEF-10003         | 72800                   | Information Technology Equipmt  | 2,000                     | 2,000                      | 0                          | 0                          | f                   |
| <b>GEF Subtotal Atlas Activity 2 (Comp 2)</b>  |   |                   |                   |                         |                                 | <b>30,000</b>             | <b>20,500</b>              | <b>9,500</b>               | <b>0</b>                   |                     |
| <b>TOTAL ACTIVITY 1 (Comp 1)</b>   |   |                   |                   |                         |                                 | <b>30,000</b>             | <b>20,500</b>              | <b>9,500</b>               | <b>0</b>                   |                     |
| 2. NBSAP update  | NEX   | 62000             | GEF-10003         | 71200                   | International Consultants       | 25,000                    | 0                          | 25,000                     | 0                          | g                   |
|  | NEX   | 62000             | GEF-10003         | 71300                   | Local Consultants               | 24,500                    | 0                          | 20,000                     | 4,500                      | a                   |
|  | NEX   | 62000             | GEF-10003         | 71600                   | Travel                          | 10,000                    | 2,000                      | 5,000                      | 3,000                      | c                   |
|  | NEX   | 62000             | GEF-10003         | 72100                   | Contractual Services-Companies  | 7,000                     | 0                          | 5,000                      | 2,000                      | h                   |
|  | NEX   | 62000             | GEF-10003         | 72400                   | Communic & Audio Visual Equip   | 4,000                     | 1,000                      | 2,000                      | 1,000                      | e                   |
|  | NEX   | 62000             | GEF-10003         | 72500                   | Supplies                        | 3,000                     | 1,000                      | 1,000                      | 1,000                      | i                   |
|  | NEX   | 62000             | GEF-10003         | 74200                   | Audio Visual & Print Prod Costs | 5000                      | 0                          | 3000                       | 2000                       | j                   |
|  | NEX   | 62000             | GEF-10003         | 74500                   | Miscellaneous                   | 1,500                     | 500                        | 500                        | 500                        | m                   |
|  | <b>GEF Subtotal Atlas Activity 2 (Comp 2)</b> |                   |                   |                         |                                 |                           | <b>80,000</b>              | <b>4,500</b>               | <b>61,500</b>              | <b>14,000</b>       |
| NEX  | 04000   | UNDP TRAC - 00012 | 71300             | Local Consultants       | 10,000                          |                           | 10,000                     |                            | r                          |                     |
| <b>TRAC Subtotal Atlas Activity 2 (Comp 2)</b>   |   |                   |                   |                         |                                 | <b>10,000</b>             |                            | <b>10,000</b>              |                            |                     |
| <b>TOTAL ACTIVITY 2 (Comp 2)</b>   |   |                   |                   |                         |                                 | <b>90,000</b>             | <b>4,500</b>               | <b>71,500</b>              | <b>14,000</b>              |                     |
| 3. National frameworks for NBSAP implementation, CDB reporting and exchange mechanisms | NEX   | 62000             | GEF-10003         | 71200                   | International Consultants       | 25,000                    | 0                          | 15,000                     | 10,000                     | k                   |
|  | NEX   | 62000             | GEF-10003         | 71300                   | Local Consultants               | 10,000                    | 0                          | 5,000                      | 5,000                      | a                   |
|  | NEX   | 62000             | GEF-10003         | 71300                   | Local Consultants               | 20,000                    | 0                          | 10,000                     | 10,000                     | l                   |
|  | NEX   | 62000             | GEF-10003         | 71600                   | Travel                          | 7,500                     | 0                          | 4,000                      | 3,500                      | c                   |
|  | NEX   | 62000             | GEF-10003         | 72100                   | Contractual Services-Companies  | 10,000                    | 0                          | 5,000                      | 5,000                      | h                   |
|  | NEX   | 62000             | GEF-10003         | 72400                   | Communic & Audio Visual Equip   | 5,000                     | 1,000                      | 2,500                      | 1,500                      | e                   |
|  | NEX   | 62000             | GEF-10003         | 72800                   | Information Technology Equipmt  | 5,500                     | 5,500                      | 0                          | 0                          | f                   |
|  | NEX   | 62000             | GEF-10003         | 74200                   | Audio Visual&Print Prod Costs   | 5,000                     | 0                          | 0                          | 5,000                      | j                   |
|  | NEX   | 62000             | GEF-10003         | 74500                   | Miscellaneous                   | 2,000                     | 0                          | 1,000                      | 1,000                      | m                   |
| <b>GEF Subtotal Atlas Activity 3 (Comp 3)</b>  |   |                   |                   |                         |                                 | <b>90,000</b>             | <b>6,500</b>               | <b>42,500</b>              | <b>41,000</b>              |                     |
| <b>TOTAL ACTIVITY 3 (Comp 3)</b>   |   |                   |                   |                         |                                 | <b>90,000</b>             | <b>6,500</b>               | <b>42,500</b>              | <b>41,000</b>              |                     |
| 4. Project Mgt   | NEX   | 62000             | GEF-10003         | 71300                   | Local Consultant                | 5,000                     | 2,500                      | 2,500                      | 0                          | n                   |
|  | NEX   | 62000             | GEF-10003         | 71600                   | Travel                          | 2,500                     | 750                        | 1,000                      | 750                        | c                   |
|  | NEX   | 62000             | GEF-10003         | 72200                   | Equipment and Furniture         | 4,500                     | 4,500                      | 0                          | 0                          | p                   |
|  | NEX   | 62000             | GEF-10003         | 72800                   | Information Technology Equipmt  | 3,000                     | 3,000                      | 0                          | 0                          | q                   |
|  | NEX   | 62000             | GEF-10003         | 74100                   | Professional Services           | 5,000                     | 0                          | 0                          | 5,000                      | o                   |



| GEF Component (Outcome) /Atlas Activity          | Impl. Agent | Fund ID | Donor Name        | ERP / ATLAS Code | Atlas Budget Description | TOTAL Amount (USD) | Amount Year 1 (USD) | Amount Year 2 (USD) | Amount Year 3 (USD) | Budget Notes |
|--|-------------|---------|-------------------|------------------|--------------------------|--------------------|---------------------|---------------------|---------------------|--------------|
| <b>GEF Subtotal Atlas Activity 4 (Proj Mgt)</b>  |             |         |                   |                  |                          | <b>20,000</b>      | <b>10,750</b>       | <b>3,500</b>        | <b>5,750</b>        |              |
|  | NEX         | 04000   | UNDP TRAC - 00012 | 71300            | Local Consultants        | 5,000              |                     | 2,500               | 2,500               | n            |
| <b>TRAC Subtotal Atlas Activity 4 (Proj Mgt)</b> |             |         |                   |                  |                          | <b>5,000</b>       | <b>2,500</b>        | <b>2,500</b>        |                     |              |
| <b>TOTAL ACTIVITY 4 (Proj Mgt)</b>               |             |         |                   |                  |                          | <b>25,000</b>      | <b>13,250</b>       | <b>6,000</b>        | <b>5,750</b>        |              |
| <b>SUBTOTAL GEF</b>                              |             |         |                   |                  |                          | <b>220,000</b>     | <b>42,250</b>       | <b>117,000</b>      | <b>60,750</b>       |              |
| <b>SUBTOTAL UNDP TRAC</b>                        |             |         |                   |                  |                          | <b>15,000</b>      | <b>2,500</b>        | <b>12,500</b>       | <b>0</b>            |              |
| <b>GRAND TOTAL (in cash)</b>                     |             |         |                   |                  |                          | <b>235,000</b>     | <b>44,750</b>       | <b>129,500</b>      | <b>60,750</b>       |              |

| <b>Budget Notes</b> |   |
|---------------------|---|
| a                   | Nat. NBSAP Lead Consultant fees (lumpsum \$40K / for approx. 30 weeks across the period of the project) – The lead consultant is responsible for overseeing the review of the NBSAP and annexes, coordinating component delivery - budget divided equally among the three components            |
| b                   | Nat. NBSAP Stocktaking Consultant fees (lumpsum \$15,000 K / for approx. 12 weeks)- Local consultant responsible for stocktaking exercise and the harmonization of global and national biodiversity targets (support update).   |
| c                   | Travel related cost support stocktaking, stakeholder participation and consultation processes. Related international travel is included in these costs.   |
| d                   | Equipment and furniture cost are associated with the formalization of national structures and working groups and the establishment of the Project Management Unit (Office equipment).   |
| e                   | Communication costs supports the coordination functions of the PMU as well as stakeholder consultation processes (Telephone/ internet related costs)  |
| f                   | Supports the purchasing of laptop and projector to facilitate consultation processes as well as to equip biodiversity management units within the Fisheries and Forestry Departments with IT hardware and software to support management/ monitoring processes.                                 |
| g                   | Int. Climate Change Expert fees (lumpsum \$25K / for approx. 10 weeks)  |
| h                   | Line item supports costs associated with workshop/ consultation logistics (Venue, catering costs, facilitation etc.)  |
| i                   | Supplies supporting work of PMU as well as workshops  |
| j                   | Support placement of local information ads as well as the printing of strategic deliverables for socialization  |
| k                   | Int. Biodiversity Capacity Needs Assessment Consultant fees (lumpsum \$25K / for approx. 10 weeks)  |
| l                   | Local consultant to support the preparation of implementation plans and the 5 <sup>th</sup> CBD Report ( Resource Mobilization plans, Action plan and TNA). The secondary consultant supports the lead in developing required annexes to the NBSAP. (Lump sum 20K/ approximately 10 – 15 weeks) |
| m                   | Miscellaneous supplies/ project contingency.  |
| n                   | Support to Project Manager. In addition to the GEF funds for this post, UNDP will finance 30 more weeks, for a total of 60 person weeks. Thus the breakdown is as follows: GEF \$166.66 * 30 weeks = \$5,000; UNDP: \$166.66 * 30 weeks = \$5,000.  |
| o                   | Project audit   |
| p                   | Purchase of PMU office furniture and equipment (printer and photocopier) PMU will provide secretariat services to national working groups   |

|   |   |
|---|---|
| q | Purchase of a laptop computer (incl. software licences),.   |
| r | Support Consultant in the interface Biodiversity and Climate Change. UNDP-financed (\$1,000/week * 10 weeks. Total: \$10,000) |

## Annex 2. GEF CEO Approval Letter



1818 H Street, NW  
Washington, DC 20433 USA  
Tel: 202.473.0508  
Fax: 202.522.3240 / 3245  
Email: [secretariat@theGEF.org](mailto:secretariat@theGEF.org)  
[www.theGEF.org](http://www.theGEF.org)

July 3, 2012

Mr. Yannick Glemarec  
GEF Executive Coordinator  
United Nations Development Programme  
One United Nations Plaza  
New York, NY 10017

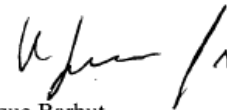
Dear Mr. Glemarec:

I am pleased to inform you that the following submission is approved and will be funded by the GEF Trust Fund:

|                        |  |
|------------------------|--|
| <b>Approval Stage:</b> | <b>CEO Approval</b>  |
| GEFSEC (PMIS) ID:      | 5027   |
| Agency:                | UNDP   |
| Agency ID:             | 4907   |
| Project Type:          | Enabling Activity  |
| Country:               | Belize   |
| Name of Project:       | National Biodiversity Planning to Support the implementation of the CBD 2011-2020 Strategic Plan |
| GEF Grant:             | \$220,000  |
| Agency Fee:            | \$22,000   |

This approval is subject to the comments made by the GEF Secretariat in the attached project review sheet. It is also based on the understanding that the project is in conformity with GEF focal areas strategies and in line with GEF policies and procedures.

Sincerely,



Monique Barbut  
Chief Executive Officer and Chairperson

Attachment: GEFSEC Project Review Sheet

cc: Country Operational Focal Point, GEF Agencies, STAP, Trustee

### **Annex 3. Minutes of the Local Project Appraisal Committee (LPAC) Meeting**

[paste the signed LPAC minutes here]

## **Signature Page**

**[to be pasted when final]**