



# INITIATION PLAN TEMPLATE

## FOR A GEF PROJECT PREPARATION GRANT (PPG)

**Project Title:**

**A Bottom Up Approach to ABS: Community Level Capacity Development for Successful Engagement in ABS Value Chains in Cameroon (*Echinops giganteus*)**

**Country:** Cameroon

Initiation Plan Start Date: September 2014

**UNDP Strategic Plan (2014-2017 Primary Outputs: (2.5)**

Legal and regulatory frameworks, policies and institutions enabled to ensure the conservation, sustainable use, and access and benefit sharing of natural resources, biodiversity and ecosystems, in line with international conventions and national legislation

**Secondary Output:** [From UNDP's Biodiversity and Ecosystems Global Framework 2012-2020:] (**Signature Program #1**): Integrating biodiversity and ecosystem management into development planning and production sector activities to safeguard biodiversity and maintain ecosystem services that sustain human wellbeing.

ATLAS Award ID: 00083255

ATLAS Project ID: 00091828

PIMS No.: 5796

Management Arrangement: NIM

Total budget: **US\$40,000**

Allocated resources (cash):

- GEF **US\$40,000**

**AGREED BY UNDP RESIDENT REPRESENTATIVE**

Resident Representative

Signature

*Najat Rochdi (Mrs.)* 28 NOV 2014  
Représentant Résident Date: day/month/year

Minister of Environment, Natural  
Protection and Sustainable  
Development

Signature

*P. Pierre* Date: day/month/year  
26 NOV 2014



#### A. Brief Description of Initiation Plan:

The principle ABS-value chain targeted through this project is based on *Echinops giganteus* which is an erect herb that grows at altitudes ranging from 950 - 2400m and is an endemic species of Cameroon . In the western region of Cameroon its rhizomes are used as an ingredient in different culinary preparations and as a remedy against numerous diseases. The potential values of the resource for its use in the fragrance and flavor sectors have been under investigation for several years.

The local community involved is the Magha - Bamunbu, based in the South West Region of Cameroon. The community has been receiving some support from a local NGO (ERuDef), and is being assisted by the foundation Mane & Nature in developing the sustainable production of the raw material and management of the resource. With an altitude of 2 740m, Mount Bamboutos is the third summit of Cameroon. It straddles three regions: west, south -west and north- west. It is the richest in terms of mountain biodiversity and many ecosystem services provided nationally and across the Gulf of Guinea. Its environment is hilly and its vegetation includes savannas. Magha is a village belonging to the locale of Bamumbu, located at 2400 m altitude in the sub-division Wabane, Department of Lebialem (South West Region). It has about 6,000 inhabitants, mainly composed of farmers and ranchers. The main threats to biodiversity are related to overuse of land and deforestation, which cause frequent landslides and severe erosion. The village also suffers from water shortage, partly due to an immoderate planting of Eucalyptus for construction needs. *Echinops giganteus* is very abundant in the area of the community, mostly found on pastures, and is presently not under threat. ERUDEF is working with the local community on sustainable harvesting plans, and is supporting trials for the domestication of this wild resource.

While *Echinops giganteus* is being targeted as the principle value chain in Cameroon, the final decision with regards to possible additional value chains (such as *Mondia Whitii*) will be taken after appropriate consultations with the local communities and their supporting CBOs and/or NGOs. As a result, more than one value chain may be chosen during the PPG phase.

In Cameroon, a national ABS strategy was developed by the government with the involvement of key stakeholders, supported by financing from a GEF-5 FSP (Support for national implementation of ABS in 6 African Countries). This strategy translates the regional ABS strategy of the COMIFAC to the national level. A national, multi-stakeholder ABS committee is in place. Currently this committee is finalizing an interim decree in order to regulate ABS until a permanent legal framework can be enacted. The rights of indigenous and local communities regarding Genetic Resources, as well as the legal protection, are however not yet sufficiently clarified.

During the initiation plan period, a number of studies and stakeholder consultations will be undertaken with the view to further develop the approved project concept (see GEF PIF attached in Annex 1) into a fully formulated project document. The final output of the initiation plan will be a UNDP-GEF project document and GEF CEO Endorsement template ready for submission to UNDP and GEF.

## **B. Project preparation activities:**

### **A. Component A: Technical review**

#### **I. Baseline studies:**

- a. Stakeholder consultation: Identification and engagement of relevant stakeholders including Indigenous peoples and Local Communities (ILCs), ensuring the active involvement of women's organizations in all phases of the project
- b. .
- c. Develop a detailed description of the ABS value chain and state of the art in Research and Development of product(s) derived from genetic resources of *Echinops giganteus*. This description must include concrete activities along the value chain and valorization of products derived from these genetic resources.
- d. Estimate a target number for the number of hectares of *Echinops giganteus* harvested as part of the ABS value chain, such harvesting takes place under sustainable management practices
- e. Assessment of the capacity of ILCs to engage with, negotiate and benefit from ABS agreements in one ABS-value chain for *Echinops giganteous*. Baseline percentage and percentage values will be obtained as per UNDP Capacity Development Scorecard.
- f. Develop detailed interventions and expected results following the analysis and identification of "entry points" for improving the capacity of ILCs to engage in ABS agreements,
- g. Assessment of capacities of national and state competent authorities and related agencies to develop, implement and enforce national ABS domestic legislation, administrative or policy measures for ABS - including a Clearing House Mechanism as per the ABS Tracking Tool or the ABS Capacity Development Scorecard.

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

### **B. Component B: Institutional arrangements, monitoring and evaluation**

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

- I. Finalization of project results framework: Further define the results framework with appropriate objective-level and outcome-level quantitative and qualitative SMART indicators, and end-of-project targets. Special attention will be made to include socio-economic and gender disaggregated indicators.
- II. Definition of monitoring and evaluation (M&E) Plan: A detailed M&E work plan will be developed, including clear identification of responsibilities and accountabilities, as well as an appropriate M&E budget. The plan will be based on the standard template provided in the UNDP-GEF project document template that reflects the mandatory requirements of the GEF M&E Policy.
- III. Define sustainability plan: The sustainability plan will outline the principles and guidelines for ensuring the long-term sustainability of project achievements. It will also outline an exit strategy, seeking the continuation of key activities/achievements without the need of long-term international financing.
- IV. Definition of management arrangements:
  1. The organisational structure governing the project will be decided by the government in collaboration with UNDP. This will include identification of the project board.
  2. The project will be implemented under the National Implementation Modality (NIM). A PPG national focal point will be designated by the Ministry of Environment, Natural Protection and Sustainable Development.

V. Stakeholder consultations during Component B: Mobilize and engage stakeholders during project design. Negotiate partnerships with on-going country projects to align their activities and the project to build synergies. Document these consultations. Involve key agencies in the development of the project strategy to ensure a strong national ownership. In close collaboration with key government representatives and other stakeholders ensure full participation in the development of the project results framework and ensure agreement on the project objectives and outcomes. Document these consultations.

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

- I. Prepare a detailed multi-year budget following the standard template provided in the UNDP-GEF project document template that reflects the mandatory requirements of the GEF M&E Policy.
- II. Explore multilateral and bilateral co-financing opportunities: Undertake series of consultations with partners to ensure a coherent and sustainable financing package for the project including post- GEF grant phase.
- III. A co-financing guarantee/letter will be collected from participating government institutions, bilateral development partners, multilateral development partners and NGOs who wish to provide cash or in kind contributions to the project.
- IV. Stakeholder consultations during Component C: Undertake consultations to secure agreement(s) on project implementation arrangements, including roles, responsibilities, and accountabilities of lead country. Document these consultations.

D. **Component D: Validation workshop**

A national validation workshop will be held to gather representatives from all relevant stakeholders to present, discuss, and validate the final draft project document.

E. **Component E: Final project documentation**

- I. Incorporate all technical inputs and results of consultations into a Project Document (including annexes) following all UNDP guidelines and requirements.
- II. Develop the GEF CEO Endorsement Request using the latest template.

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

PPG Activity	Time frame (in months)						Responsibility*	Budget US\$
	1	2	3	4	5	6		
<b>Component A: Technical review</b>								
I. Identification of stakeholders	X						NC, MINEPDED, UNDP CO	10,000
II. Baseline studies		X	X				NC	
III. Environmental/social screening related studies		X	X				NC	
IV. Integration with related initiatives		X	X				NC	
V. Stakeholder consultations		X	X				NC	
<b>Component B: Institutional arrangements, monitoring and evaluation</b>								10,000
I.								
I. Development of project results framework			X	X			NC, INC, UNDP RTA	
II. Definition of the M&E Plan			X	X			NC, INC	
III. Definition of the sustainability plan				X			NC	
IV. Definition of management arrangements							NC	
V. Stakeholder consultations	X	X	X				NC, UNDP RTA, UNDP CO, MINEPDED	
<b>Component C: Financial planning and co-financing investments</b>								5,000
I. Prepare a detailed multi-year budget			X				NC, INC	
II. Explore multilateral/bilateral co-financing opportunities			X	X			NC, UNDP RTA, UNDP CO, MINEPDED	
III. Obtain official endorsement letters				X	X		NC, UNDP RTA, UNDP CO, MINEPDED	
IV. Stakeholder consultations		X	X				NC, INC	
<b>Component D: Validation workshop</b>							NC, UNDP RTA, INC, UNDP CO, MINEPDED	5,000

<b>Component E: Final project documentation</b>										<b>10,000</b>
I. Draft the UNDP Project Document (including annexes)				X	X		INC			
II. Develop the GEF CEO Endorsement Request					X		INC			

NC – National Consultant; INC – International Consultant; UNDP RTA – Regional Technical Advisor ; UNDP CO – UNDP Cameroon – MINEPDED – Ministry of Environment

**D. Total Budget and Work Plan :**

<b>Project Title:</b>	A Bottom Up Approach to ABS: Community Level Capacity Development for Successful Engagement in ABS Value Chains in Cameroon ( <i>Echinops giganteus</i> )
<b>Business Unit:</b>	UNDP1
<b>Award ID:</b>	00083255
<b>Project ID:</b>	00091828
<b>PIMS N°:</b>	5796
<b>Implementing Partner (Executing Agency)</b>	MINEPDED (NIM)

GEF Outcome/Atlas Activity	Responsible Party/	Fund ID	Donor Name	Atlas Budgetary Account Code	ATLAS Budget Description	Amount US\$	Budget Notes
Project preparation grant to finalize the UNDP-GEF project document for project "Strengthening human resources, legal frameworks and institutional capacities to implement the Nagoya Protocol"	MINEPDED	62000	GEF TRUSTEE	71200	International Consultants	16,000	1
				71300	Local Consultants	12,500	2
				71600	Travel	6,000	3
				74500	Miscellaneous Expenses	500	4
				75700	Trainings (Validation workshops)	5,000	5
					<b>PROJECT TOTAL</b>	<b>40,000</b>	

**BUDGET NOTES**

1	International Expert in Biodiversity and Project Planning and Monitoring. 40 working days at \$400/day: \$16,000.
2	National Expert in Biodiversity: 40 working days at \$312.50/day: \$12,500.
3	Travel costs for carrying out national consultations and also travel expenses for the International Expert in Biodiversity and Project Planning and Monitoring (1 trip to Cameroon). Total cost: \$6,000.
4	Sundry expenses related to PPG implementation.
5	Expenses associated to the organization of a Validation Workshop.

Annex 1: GEF CEO PIF approval letter



**GLOBAL ENVIRONMENT FACILITY**  
INVESTING IN OUR PLANET

**Naoko Ishii**  
CEO and Chairperson

June 12, 2014

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

Dear Ms. Dinu:

I am pleased to inform you that I have approved the medium-sized project concept detailed below. I have also approved your request for project preparation grant.

Decision Sought:	Project Identification Form (PIF) and Project Preparation Grant (PPG) Approval
GEF-SEC ID:	5796
Agency(ies):	UNDP
Agency ID:	5387 (UNDP)
Focal Area:	Biodiversity
Project Type:	Medium Size Project
Country(ies):	Cameroon
Name of Project:	A Bottom Up Approach to ABS: Community Level Capacity Development for Successful Engagement in ABS Value Chains in Cameroon ( <i>Echinops giganteus</i> )
Indicative GEF Project Grant	\$900,000
Indicative Agency Fee	\$85,500
PPG Grant:	\$40,000
PPG Agency Fee:	\$3,800
Funding Source:	Multi Trust Funds

Break-down of Indicative GEF Project Grant and Agency Fee				
Agency	Trust Fund	Grant Amount (US\$)	Agency Fee (US\$)	Total (US\$)
UNDP	NPIF	\$400,000	\$38,000	\$438,000
UNDP	GEFTF	\$500,000	\$47,500	\$547,500
<b>Total:</b>		<b>\$900,000</b>	<b>\$85,500</b>	<b>\$985,500</b>

1818 H Street, NW • Washington, DC 20433 • USA  
Tel: +1 (202) 473 3202 • Fax: +1 (202) 522 3240  
E-mail: [gefceo@thegef.org](mailto:gefceo@thegef.org)  
[www.thegef.org](http://www.thegef.org)



**Annex 2: Summary of Consultants Financed by the Initiation Plan**

Type of Consultant	Position / Titles	\$/Person Day	Estimated PDs	Summary Tasks to be Performed
National Consultant	Expert in Biodiversity	312.50	40	<ul style="list-style-type: none"> <li>– Stakeholder consultation: Identification and engagement of relevant stakeholders including indigenous peoples and local communities (ILCs), ensuring the active involvement of women’s organizations in all phases of the project.</li> <li>– Develop a detailed description of the ABS value chain and state of the art in Research and Development of product(s) derived from genetic resources of <i>Echinops giganteus</i>. This description must include concrete activities along the value chain and valorization of products derived from these genetic resources.</li> <li>– Estimate a target number for the number of hectares of <i>Echinops giganteus</i> harvested as part of the ABS value chain, such harvesting takes place under sustainable management practices</li> <li>– Assessment of the capacity of ILCs to engage with, negotiate and benefit from ABS agreements in one ABS-value chain for <i>Echinops giganteus</i>. Baseline percentage and percentage values will be obtained as per UNDP Capacity Development Scorecard.</li> <li>– Develop detailed interventions and expected results following the analysis and identification of “entry points” for improving the capacity of ILCs to engage in ABS agreements,</li> <li>– Assessment of capacities of national and state competent authorities and related agencies to develop, implement and enforce national ABS domestic legislation, administrative or policy measures for ABS - including a Clearing House Mechanism as per the ABS Tracking Tool or the ABS Capacity Development Scorecard.</li> <li>– Support the exploration of co-financing opportunities</li> <li>– Support the organization and participate in validation workshops.</li> </ul>
International Consultant	Expert in Biodiversity and Project Planning	400	40	The International Project Planning and Monitoring Expert will closely coordinate with the National

	and Monitoring Expert		<p>Expert in Biodiversity, with at least one mission as well as home-based work, to perform the following tasks:</p> <ul style="list-style-type: none"> <li>– Providing an overall orientation to the PPG team in relation to GEF requirements for project planning and monitoring.</li> <li>– Providing methodological guidance for data collection related to project planning and monitoring with particular attention given to the description and quantification of the baseline investments.</li> <li>– Defining and validating the project outcomes, outputs, and activities based on a logical framework analysis and the results of the PPG studies undertaken by the National Expert in Biodiversity.</li> <li>– Developing the results framework of the project.</li> <li>– Compiling the final baseline/situational analysis for the project based on the inputs from regional experts and in close cooperation with the key national stakeholders. This will include a precise definition of baseline projects, activities, budgets, goals, and co-financing links to GEF outcomes; definition of GEF incremental value per outcome and output; and development of incremental cost matrices.</li> <li>– Support the exploration of co-financing opportunities and follow up in coordination with UNDP Country Office and the UNDP RTA.</li> <li>– Preparing a quantified assessment of the project's global environmental benefits.</li> <li>– Preparing the M&amp;E plan and budget.</li> <li>– Developing the environmental and social screening proposal for the project jointly with the UNDP RTA</li> <li>– Drafting final project documentation, including: i) socioeconomic benefits of the proposed interventions at the national and local levels; ii) environmental, social, financial, and institutional sustainability of proposed project activities; iii) cost-effectiveness analysis of the project strategy and suite of activities compared with the alternatives; iv) replicability strategy for project outcomes; v) risk analysis of the proposed project activities and measures to mitigate risks; vi) incremental cost analysis; and (vii) budget.</li> <li>– Ensuring that the ABS tracking tool or ABS Capacity Development Scorecard is completed following UNDP and GEF guidelines.</li> </ul>
--	-----------------------	--	---

				<ul style="list-style-type: none"><li>- Developing the Stakeholder/Country Involvement plan based on input from regional experts, including an action plan for the incorporation of gender aspects into the project.</li><li>- Drafting TORs for the key consultants/contracts to be employed by the project.</li><li>- Performing final reviews of the required project documentation.</li></ul>
--	--	--	--	---