



PROJECT PREPARATION GRANT (PPG)

PROJECT TYPE: Full-sized Project

TYPE OF TRUST FUND: GEF Trust Fund

Submission date: 13 January 2014

GEF PROJECT ID: 5099

GEF AGENCY PROJECT ID: 4620

COUNTRY(IES): Bangladesh

PROJECT TITLE: Expanding the PA System to incorporate Important Aquatic Ecosystems

GEF AGENCY(IES): UNDP

GEF FOCAL AREA(S): Biodiversity

A. PROJECT PREPARATION TIMEFRAME

Start date of PPG	1 March 2013
Completion date of PPG	31 October 2014

B. PROPOSED PROJECT PREPARATION ACTIVITIES

The PPG funds will be used to undertake further in-depth analysis of key issues, undertake broader consultations through strong participation of all related government sectors, communities and other stakeholders so that tangible, cost effective and sustainable global biodiversity conservation benefits are achieved through the implementation of this project. The following four activities will be undertaken:

- **Updating and analysis of background context including baseline investments**

PPG resources will be utilized to help ensure that the project design is based on past lessons learnt on protected areas management – particularly on aquatic biodiversity conservation in Bangladesh – to ensure that the project is cost effective and innovative. This will also ensure that project actions do not duplicate work already undertaken. In order to do this, baseline actions on protected areas management, aquatic biodiversity conservation, wetland management etc. will be examined in depth, as well as the mechanisms on participatory conservation actions being promoted in the country. A tentative list of stakeholders have already been identified in the PIF – including government agencies, local communities, community based organizations, NGOs, and INGOs. They, and additional stakeholders identified during the PPG, will be involved in generating and refining ideas to build conservation strategies that are most relevant socially, culturally, economically and technically, clarifying roles, and in developing coordination mechanisms. Literature reviews will be undertaken, including “grey” literature. Baseline financing for relevant actions will also be identified and gaps in baseline work and funding will be identified. As a part of the baseline analysis the strengths, weaknesses, opportunities and threats of existing decision making process, institutional arrangements, planning systems and investment will also be undertaken, and capacity needs to strengthen sectoral actions and inter-sectoral programming and coordination will be identified. Opportunities for obtaining co finance from relevant planned and ongoing actions of the government, donors and others will be identified and cooperation mechanisms will be detailed.

The project will undertake an assessment of key development policies and plans – including local development plans – to ensure that there is strong support for the newly created protected areas and for aquatic biodiversity conservation in Bangladesh. Associated with this, a detailed description existing institutional/policy/legislative frameworks will be developed. Opportunities to strengthen policies and coordination between sectors will also be identified – particularly between local development, fisheries, and forestry management. Specific assessment will be undertaken on capacity gaps in PA management and wider landscape management, and appropriate training/ awareness raising approaches and tools will be identified. Opportunities to integrate climate change adaptation issues and options into the PA management will also be identified. The analysis through this set of activities will feed directly into the detailing of Component 2 of this project. Key technical inputs needed for the successful completion of Component 2 will also be detailed – including TORs.

- **Outlining of Site-specific interventions, incrementality of proposed outputs and outcomes and on local, national and global benefits**

The PPG will also be used to assess the likely costs of PA management, staffing implications, institutional arrangements (including involvement of stakeholders), management planning processes and costs, financing implications and possible sustainable financing mechanisms. Opportunities to manage all three PAs as a cluster and undertake joint capacity building actions will also be identified. Capacity development needs of local stakeholders and management authorities will be identified and plans will be developed to meet those needs. A preliminary communication strategy will be developed for awareness raising of local communities upstream and downstream of PAs. The analyses undertaken with these actions will directly feed into the detailing of Component 1 as presented in the project PIF. Under this activity, key technical inputs needed for the successful completion of Component 1 will also be detailed – including TORs.

During the PPG, preliminary work will be undertaken to delineate the PA boundaries on maps as well as proposed buffer area management to integrate aquatic biodiversity conservation. Vulnerability of proposed PA sites to current and emerging threats (including climate change) will be detailed and appropriate measures identified to mitigate them through thorough consultations with local communities, NGOs operating locally and local governments. This analysis will also take stock of the current status of dependence of local communities from the proposed PA areas and ways to mitigate any adverse impacts on local communities from their creation. Institutional mapping of local stakeholders will also be undertaken to clarify roles, responsibilities and actions. There will be a strong incorporation of gender concerns into the consultation process and the project will ensure equitable roles and benefit sharing by women and men.

- **Development of monitoring and evaluation framework for project results, including roles and responsibilities of stakeholders'**

Two key tools for monitoring the progress of the project will be developed, which will serve as the baseline. These include:

- Site level targets will be set to monitor management effectiveness level by end of project of the PAs
- A Strategic Results Framework with project Outputs, baselines, end of project targets and means of verification will be developed with full stakeholder participation. Qualitative and quantitative SMART indicators (including baseline measurements) at the project objective and outcome level will be determined to track progress. As strong stakeholder engagement is critical for project success, a major part of the PPG utilization will be on mobilizing stakeholder ideas and support to outline baselines, targets, indicators, means of verification etc.

A monitoring and evaluation plan with budget will also be developed to aid these. This plan will also present roles and responsibilities of key stakeholders, as well as an appropriate budget allocation (based on best practices and UNDP/ GEF guidelines). The project document will, furthermore, contain a work plan and resource allocation to guide project implementation. Provisions for independent evaluations at project mid-term and end of project, and provisions to ensure learning of lessons from implementation will be included, and draft TORs will be developed for these.

A detailed project implementation strategy, with clearly identified roles and responsibilities of specific institutions for the overall implementation of the project will be prepared. An in-depth analysis will be undertaken on the capacity of the Implementing Partner and Responsible Parties and the other institutions that are identified during the design phase as having an important role in the implementation of the project. Details on reporting requirements for technical activities, including requisite reporting procedures will be outlined. UNDP guidelines, as articulated in the Results Based Management (RBM) framework will be followed in formulating these. The PPG phase will include identification and finalization of partnership for support and co-funding (including government, NGO, relevant research and technical institutes, and bilateral partnership arrangements). These partnerships will be explored and outlined in the project document. Involvement of the media will be clarified and summarized under a defined communication strategy aimed at performing policy advocacy and dissemination of lessons learned. Staffing and budgeting for project management unit for efficient project implementation will be also outlined.

- **Detailing of risks, mitigation measures and sustainability assessment**

Risks and mitigation measures, presented in the project PIF will be verified during the PPG and additional risks and or mitigation measures will be noted. A detailed sustainability strategy will be defined in order to ensure replication of project benefits beyond the lifetime of the project. The PPG phase will focus on tangible milestones and agreements within the project cycle to ensure propagation of additional investment decisions for the replication of project benefits. Cost effectiveness, as well as social, economic and institutional sustainability of proposed project actions will be assessed. In order to ensure that project budget utilization is cost effective and sustainable and is timed according to needs, the PPG funds will be utilized to discuss and finalize the use of GEF incremental finance appropriately and will be detailed out in annual work plan and budget allocation for all the project outcomes and outputs. The project document will also outline mechanisms for ensuring transparency of budget use, the use of audits and financial audit and reporting mechanisms.

Proposed Project Preparation Activities	Outputs of the PPG Activities	Trust Fund	Grant Amount (a)	Co-financing (b)	Total c = a + b
Updating and analysis of background context including baseline investments	<ol style="list-style-type: none"> 1. National level Stakeholder assessment 2. Detailing of background context and financing – including institutional and policy context, threats, baseline projects and investments, and barriers 3. Capacity needs assessment of national focal agency vis-à-vis project objective 4. Identification of possible policies and plans where wetland biodiversity conservation – especially cetecean conservation can be better integrated at national level 	GEFTF	25,000	80,000	105,000
Outlining of Site-specific interventions, incrementality of proposed outputs and	<ol style="list-style-type: none"> 1. Site level stakeholders' assessment and their involvement (including women, men and youth) with equitable participation and benefit sharing arrangements (particularly of women) 	GEFTF	50,000	70,000	120,000

outcomes and on local, national and global benefits	<ol style="list-style-type: none"> 2. Maps of proposed PAs and preliminary zonation of PA into different management zones 3. Global biodiversity significance, threats to them and mitigation actions 4. Site level baseline METT for three proposed PAs and target setting/ SO2 Tracking Tool baseline establishment 5. Management institutional arrangements, and capacity needs assessment for them as well as for wider landscape management 6. Preliminary PA management and sustainable financing plans 7. Technical inputs requires and TORs/ costing for required inputs 8. Requirements for alternative livelihoods support and economic faesibility 					
Development of monitoring and evaluation framework for project results finalized, including roles and responsibilities of stakeholders'	<ol style="list-style-type: none"> 9. Stakeholder involvement plan, institutional and coordination mechanisms , project implementation unit staffing and TORs 10. Project's results' framework and Monitoring and evaluation budget and plan 	GEFTF	10,000	40,000	50,000	
Detailing of risks, their mitigation measures and sustainability assessment	<ol style="list-style-type: none"> 11. Updated risks assessment and mitigation measure table 12. Sustainability assessment 	GEFTF	5,410	10,000	15,410	
Total Project Preparation Financing				90,410	200,000	290,410

C. FINANCING PLAN SUMMARY FOR PROJECT PREPARATION GRANT: (\$)

	Project Preparation	Agency Fee
Grant Amount	90,410	8,589
Co-financing	200,000	
Total	290,410	8,589

D. PPG AMOUNT REQUESTED BY AGENCY(IES), FOCAL AREA(S) AND COUNTRY(IES)¹

Trust Fund	GEF Agency	Focal Area	Country Name/ Global	(in \$)		
				PPG (a)	Agency Fee (b)	Total c = a + b
GEFTF	UNDP	Biodiversity	Bangladesh	90,410	8,589	98,999
Total PPG Amount				90,410	8,589	98,999

¹ No need to provide information for this table if it is a single focal area, single country and single GEF Agency project.

E. PPG BUDGET

Cost Items	Total Estimated Person Weeks for Grant (PW)	Grant Amount (\$)	Co-financing (\$)	Total(\$)
International consultants	15	45,000	0	45,000
Local consultants *	47	16,300	150,000	166,300
Travel		18,000	7,000	25,000
Workshops **		10,000	40,000	50,000
Miscellaneous***		1,110	3,000	3,700
Total PPG Budget		90,410	200,000	290,410


* This table is the sum of all local consultants presented in Annex A.

** Workshop includes all the stakeholder consultations and other national level consultative meetings

*** Miscellaneous for GEF covers the cost of procurement of detailed land-use maps, aerial photographs etc.

F. GEF AGENCY(IES) CERTIFICATION

This request has been prepared in accordance with GEF policies and procedures and meets the GEF LDCF/SCCF Trust Fund criteria for project identification and preparation.

Agency Coordinator, Agency Name	Signature	Date (<i>Month, day, year</i>)	Project Contact Person	Telephone	Email Address
Yannick Glemarec, UNDP- GEF Executive Coordinator		January 10, 2013	Sameer Karki Regional Technical Adviser, EBD, UNDP	+662 3049100 Ext.2729	sameer.karki@undp.org

Annex A

Consultants Financed by the Project Preparation Grant (PPG)

Type of Consultant	Position / Titles	\$/Person Week¹	Estimated PWS²	Total	Tasks to be Performed
International	PA management expert – with experience with aquatic biodiversity conservation	3,000	15	45,000	<p>Provide inputs, based on international best practices, to develop site level actions on wetlands PA establishment, different zone delineation and wider buffer area management. Especially provide inputs to the:</p> <ol style="list-style-type: none"> 1. Detailing of monitoring and evaluation frameworks – especially target setting and monitoring progress 2. Outlining preliminary PA management plans and buffer zone management – with focus on aquatic biodiversity conservation 3. Baseline assessment and global benefits to be achieved Stakeholder involvement plan, institutional and coordination mechanisms , project implementation unit staffing and TOR 4. Project's results' framework and Monitoring and evaluation budget and plan 5. Risks and mitigation measures 6. Sustainability analysis
Local	Participatory conservation/ natural resources management specialist	500	13	6,500	<p>Detailing out priority actions for buffer area management actions, based on national best practices to achieve:</p> <p>Sustained local involvement and benefits (including strong gender issues incorporation) to achieve</p> <ul style="list-style-type: none"> • Local stakeholder assessment and plans for their involvement • Global biodiversity conservation and mitigation of threats to them • Management institutional arrangements, and capacity needs assessment for buffer area management
Local	Policy, institutional and capacity development specialist	500	10	5,000	<p>Ensure strong links with national plans and priorities and undertake</p> <ul style="list-style-type: none"> • National level Stakeholder assessment – including capacity needs assessment of lead government agency • Detailing of background context and financing – especially institutional and policy context • Identification of possible policies and plans where wetland biodiversity conservation (focusing on cetecean conservation) can be better integrated at national level • Institutional arrangements for project implementation and cost effectiveness analysis
Local	Community mobilization facilitators (two staff)	200	24	4,800	<ul style="list-style-type: none"> • Community mobilization and awareness • Socioeconomic information, including gender • Need assessment for capacity development and alternative livelihoods opportunities

¹ Dollar amount per person week.

² Person weeks needed to carry out the task