



# REQUEST FOR BIODIVERSITY ENABLING ACTIVITY

## PROPOSAL FOR FUNDING UNDER THE GEF TRUST FUND

### PART I: PROJECT IDENTIFIERS

EA Title:	National Biodiversity Planning to Support the implementation of the CBD 2011-2020 Strategic Plan in the Cook Islands		
Country(ies):	Cook Islands	GEF Project ID:	5756
GEF Agency(ies):	UNDP	GEF Agency Project ID:	5333
Other Executing Partner(s):	National Environment Service	Submission Date:	March 28, 2014
GEF Focal Area (s):	Biodiversity	Project Duration (Months)	36
Check if applicable:	NCSA <input checked="" type="checkbox"/> NAPA <input type="checkbox"/>	Agency Fee (\$):	\$20,900

### A. EA FRAMEWORK

**EA Objective:** To integrate Cook Islands' 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	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 late 2014, a multi-sectoral/multi-stakeholder working group is established and participates in the stock-taking exercise.</li> <li>- By 2014, national targets in response to the global Aichi Targets are developed.</li> </ul>	<p>1.1 Review and stocktaking of products and results from previous biodiversity planning processes at the sub-national level with national facilitation and assistance are carried out in participative manner.</p> <p>1.2 In response to the global Aichi Targets, national biodiversity targets are developed in a manner that is attuned to Cook Islands' reality.</p> <p>1.3 The achievement of national targets, developed in line with the global Aichi Targets, is monitored during the project duration and beyond, and this is reported upon to the CBD through national reports and other means.</p> <p>1.4 In an iterative manner, Cook Islands taps into useful information on, and participates into, regional and global networks and initiatives on biodiversity data and indicators (such as the NBSAP Forum, Biodiversity Indicators Partnership<sup>1</sup>, Global Biodiversity Information Facility<sup>2</sup>, World Conservation Monitoring Centre<sup>3</sup>, and Global Environment Outlook portal<sup>4</sup>, among other relevant ones).</p>	45,300	40,000
2) NBSAP update	TA	<ul style="list-style-type: none"> <li>- By early 2016, Cook Islands' NBSAP is fully updated, is in line with the guidance in the CBD</li> </ul>	<p>2.1 A National Biodiversity Strategy Action Plan (NBSAP) for Cook Islands anchored into national development frameworks, is updated, in a manner that is participative, widely disseminated and fully integrates new aspects of the CBD strategic plan, such as:</p> <p>(i) mainstreaming;</p>	98,000	100,000

<sup>1</sup> [www.bipindicators.net](http://www.bipindicators.net)

<sup>2</sup> [www.gbif.org](http://www.gbif.org)

<sup>3</sup> [www.unep-wcmc.org](http://www.unep-wcmc.org)

<sup>4</sup> [geodata.rrcap.unep.org](http://geodata.rrcap.unep.org)

EA Component	Type	Expected Outcomes	Expected Outputs	Grant Amount (\$)	Confirmed Co-financing (\$)
		Strategic Plan (2011-2020) and has been submitted to the CBD COP	(ii) the valuing of ecosystem goods and services; and (iii) the incorporation of challenges and opportunities linked to ecosystem-based adaptation and resilience.  2.2 The updated and fully endorsed NBSAPs for Cook Islands are submitted to the CBD preferably within the deadline set by the COP, incorporating recommendations of the following strategic studies: <ul style="list-style-type: none"> <li>Integrating the challenges to Protected Areas in the 21st Century into the NBSAP and the national implementation of the CBD's Programme of Work on Protected Areas (PoWPA)</li> <li>The Economics of Ecosystems and Biodiversity (TEEB) developed for assessing and capturing value in ecosystems' goods and services in Cook Islands</li> </ul>		
3) National frameworks for NBSAP implementation, CDB reporting and exchange mechanisms		<ul style="list-style-type: none"> <li>By mid 2016, complete plan for implementing the NBSAP, including capacity, technology and finance needs assessment</li> <li>The Fifth National Report is submitted to the CBD</li> </ul>	3.1 National frameworks for NBSAP implementation is in place and includes: (i) institutional leadership for implementation is established and strategic partnerships forged (nationally, regionally and internationally); (ii) a costed and prioritized Action Plan is appended to the National Biodiversity Strategy; (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.  3.2. Immediate CBD reporting obligations are met by Cook Islands in a timely manner, in particular the Fifth National Report to the CBD.	57,700	68,000
Subtotal				201,000	208,000
EA Management Cost <sup>5</sup>				19,000	62,000
<b>Total EA Cost</b>				<b>220,000</b>	<b>270,000</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 (\$)
Government	National Environment Service	In-kind	40,000
Government	Ministry of Marine Resources	In-kind	30,000
Government	Ministry of Agriculture	In-kind	30,000
Government	Ministry of Cultural Development	In-kind	15,000
Government	Ministry of Education	In-kind	15,000
Government	Office of the Prime Minister	In-kind	20,000
Government	Ministry of Finance and Economic Management - DCD	In-kind	30,000
Government	Cook Islands Natural Heritage Trust	In-kind	20,000
Government	Island Councils	In-kind	20,000

<sup>5</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.

Sources of Co-financing	Name of Co-financier	Type of Co-financing	Amount (\$)
NGO	House of Ariki	In-kind	15,000
NGO	Koutu Nui	In-kind	15,000
NGO	Te Ipukarea Society	In-kind	20,000
<b>Total Co-financing</b>			<b>270,000</b>

\* Sub-national, but not local.

### 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	Cook Islands	220,000	20,900	240,900
<b>Total Grant Resources</b>						

### D. EA MANAGEMENT COST

Cost Items	[GEF only] Total Estimated Person Weeks/Months	Grant Amount (\$)	Co-financing (\$)	EA Total (\$)
Local consultants*	10	5,000	15,000	20,000
Office facilities, equipment, vehicles and communications*		11,000	20,000	31,000
Professional services		3,000	27,000	30,000
<b>Total</b>		<b>19,000</b>	<b>62,000</b>	<b>81,000</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:

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## PART II: ENABLING ACTIVITY JUSTIFICATION

<p><b>A. ENABLING ACTIVITY BACKGROUND AND CONTEXT</b> (Provide brief information about projects implemented since a country became party to the convention and results achieved):</p> <p><i>Background:</i></p> <p>The Cook Islands has a total land area of 240km<sup>2</sup> spread over fifteen widely scattered islands, with an oceanic EEZ of about two million square kilometres. The islands are divided into two groups: a Northern Group and a Southern Group. Northern Group islands are mainly atolls with a very limited terrestrial flora and fauna, and an abundant and diverse marine fauna. The Southern Group has its richest terrestrial flora and fauna on the high island of Rarotonga, followed by the raised islands of Mangaia, 'Ātiu, Ma'uke and Miti'āro. The lagoonal and nearshore marine biodiversity is greatest on the atolls of Palmerston and Manuae, and on the almost-atoll of Aitutaki.</p> <p>The biodiversity of the Cook Islands is critical to the health and wellbeing of the local population, which stands at 17,794. Generations of Cook Islanders have depended on the terrestrial and marine ecosystems to sustain themselves and their culture over more than 1500 years, and the importance of the nation's biodiversity cannot be understated and is present in every facet of a Cook Islander's way of life including the provision of various natural resources for food, shelter, medicinal and traditional purposes. In addition, biodiversity sustains off-shore fisheries, which is the second largest contributor to the economy after tourism.</p> <p>There is an intimate link between the ecological health of the Cook Islands biodiversity and ecosystems, and the social and economic</p>
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wellbeing of Cook Islanders. Yet this link is fragile, and extremely susceptible to climate change impacts and other threats, including over-harvesting of marine resources.

***Threats to biodiversity in the Cook Islands include:***

*Invasive species:* Invasive alien species pose the most serious threat to the flora of Cook Islands, and will continue to do so as air and shipping traffic increases. One of the most serious invasive alien species is imported rats.

*Habitat change and conversion:* The conversion of natural habitats is a threat to biodiversity, particularly in coastal areas where beachfront is converted to tourism development.

*Fire:* The risk of fire is an ongoing threats, particularly in the Ngaputuru Group, where leaf litter build up places several species at risk from fire.

*Overharvesting:* Overharvesting of species, including Parrotfish (*Chlorurus* spp., *Scarus* spp.), Pā'ua (*Tridacna* spp.) and Kaveu (*Birgus latro*) has numerous resulting impacts on food security, and has resulted in outright bans in many communities. The consumption of marine turtles is still largely practiced, and some species continue to be at risk from hunting.

*Climate change:* The biodiversity of the Cook Islands is especially vulnerable to the impacts of climate change. Specific impacts include, but are not limited to:

- Sea surface temperature rise: Coral bleaching, changes in distribution and migration of species, habitat shifts, changes in food seasonality for agricultural systems;
- Sea level rise: inundation of key habitats, storm surges, habitat shifts, increases in salinity of Taro wetlands, displacement of species;
- Extreme weather events: This includes increased sedimentation, habitat destruction, saltwater intrusions and increased salinity, increased pressure on food resources in agricultural systems
- Rainfall variation: This includes increased freshwater runoff, increased salinity and sedimentation, altered hydrological regimes, flooding, droughts and changes in migration patters
- Ocean acidification: This includes reduced calcification of corals, altered food chains, decreased survivorship of many marine larval life forms.

The most vulnerable ecosystems include a) coastal zones and coral reefs, which face a wide variety of threats; b) marine ecosystems and fisheries, which are extremely susceptible to climate change impacts; c) freshwater ecosystems with provide all of the drinking water for residents of the Cook Islands; bio-agricultural ecosystems, and native terrestrial ecosystems, which are particularly susceptible to invasive species.

***Biodiversity policies:***

The Cook Islands is a party to the following biodiversity-related conventions:

- 1971 Convention on Wetlands of International Importance especially as Waterfowl Habitat (Ramsar Convention); and amendments Paris 1982 and Regina 1987.
- 1976 Convention on the Conservation of Nature in the South Pacific (Apia Convention)
- 1986 Convention for the Protection of Natural Resources and Environment of the South Pacific Region and related Protocols (SPREP or Noumea Convention)
- 1989 Convention for the Prohibition of Fishing with Long Driftnets in the South Pacific
- 1992 Rio Declaration on Environment and Development
- 1992 Convention on the Conservation of Biological Diversity (CBD or Biodiversity Convention)
- 1993 Agreement establishing the South Pacific Region Environment Programme
- 1994 Barbados Programme of Action on the Sustainable Development of Small Island Developing States (Barbados Programme of Action, BPoA) (emerged under Agenda 21 of Rio Declaration)
- 1998 United Nations Convention to Combat Desertification
- 2000 Cartagena Protocol on Biosafety (to Biodiversity Convention)

The Cook Islands has also enacted a variety of biodiversity-related legislation, including:

- Conservation Act 1975 – repealed
- Conservation Act 1986-87 – repealed
- Rarotonga Environment Act 1994-95 – repealed
- Ministry of Marine Resources Act 1984 – repealed

- Marine Resources Act 1989 – repealed
- Plants Act 1973 (Plant Introduction and Quarantine Regulations 1976, with Amendments 1980 and 1985 Plant Quarantine Regulations 1993 – repealed
- Animals Act 1975 (Amendment 1981 allowing the importation of rabbits) – repealed
- Animal Disease Regulations 1982 – repealed
- International Departure Tax Amendment Act 1984, established an environment fund – repealed
- Natural Heritage Trust Act 1999
- Environment Act 2003
- Marine Resources Act 2005
- Biosecurity Act 2008
- Environment (Atiu and Takutea) Regulations 2008
- Environment (Mitiaro) Regulations 2008

The Environment Act 2003 is the principal legislation providing a mandate for biodiversity conservation. It provides national legislation for the conservation and management of biodiversity for a) protected species – designating animals and plant as protected species for the purpose of this Act; b) providing for the protection, conservation and management of wildlife, protected species or both; c) regulating or prohibiting trade and commerce in wildlife, protected species, or both; and d) protected areas – establishing protected areas and regulating or prohibiting activities within these protected areas.

The Cook Islands has placed a strong emphasis on biodiversity mainstreaming, and its National Environment Strategic Action Framework (NESAF) for 2005 – 2009 (<http://www.thegef.org/gef/sites/thegef.org/files/documents/NESAF-Final-Draft-30-June.pdf>) outlined key areas for biodiversity mainstreaming, including natural resource management, waste management and pollution and climate change adaptation. As a result, there is close coherence and integration among different agencies, including the National Environment Service; the Ministry of Marine Resources; the Ministry of Agriculture; and NGOs. The success of biodiversity mainstreaming is one of the highlights in the 4<sup>th</sup> National Report (<http://www.cbd.int/doc/world/ck/ck-nr-04-en.pdf>). Other planning efforts in developing the NBSAP will be complimented by other national planning efforts, including updating the National Environment Strategic Action Framework.

#### *Protected area system:*

The Cook Islands NBSAP document records 22 known Protected Areas, which cover a total area of 17.5 square kilometers. at present there are six types of protected areas: *ra'ui* (protected under traditional system), private nature reserves, conservation areas, wildlife sanctuary, national park, and whale sanctuary. Protected areas are an integral part of Cook Islands life and culture, being a significant tool to safeguard resources both in the past and today. The Cook Islands is committed to protected areas and this is reflected in its commitments to the Convention on Biological Diversity, the Apia Convention and the Noumea Convention, all of which emphasize the need to establish effective protected areas. To implement activities to realize these commitments the National Biodiversity Strategy and Action Plan (NBSAP) proposes the following goal and actions: “Conserve important ecosystems through a system of protected areas with regulated and monitored activities.” This goal includes the following objectives:

1. Establish an independent Suvarrow National Park Authority to administer the Cook Islands’ only national park on behalf of all the major stakeholders. A management group with the responsibility to conserve the atoll’s wildlife, and to monitor and control revenue-generating activities.
2. Develop a program to select areas to establish a national system of community-based protected areas to protect important terrestrial ecosystems.
3. Develop a program to select areas to establish a national system of community-based protected areas to protect important reef and lagoon ecosystems.

Further to this the Prime minister Hon. Henry Puna has made commitments to establish a 1million km<sup>2</sup> marine park within the Cook Islands Exclusive Economic Zone, effectively making it one of the largest marine protected area in the world.

The Cook Islands has developed a comprehensive work plan for the CBD Programme of Work on Protected Areas (<http://www.cbd.int/protected/implementation/actionplans/country/?country=ck>). Already the Cook Islands has made significant progress in key areas, including establishment of protected areas (see below); collaborating with neighboring countries to create transboundary protected areas; identification and prevention of key threats; enhancement of participation of indigenous and local communities; and strengthening key capacities for protected areas.

**Primary barriers** to the effective implementation of the CBD in the Cook Islands include:

- *Key threats to biodiversity, particularly climate change:* Climate change is already having an impact on every facet of natural resource management and biodiversity conservation, and these changes creates an environment of uncertainty, with many knowledge and science gaps;
- *Gaps in scientific knowledge:* Insufficient scientific baseline biological information on the status of biodiversity limits management scheme with respect to monitoring and adaptive management, especially in light of climate impacts;
- *Insufficient capacity:* Insufficient capacity hinders the Cook Islands in several areas, including effective species management, ecosystem-scale management, invasive alien species management, mainstreaming biodiversity into different sectors, and management of knowledge and data related to biodiversity. In particular, there are simply insufficient skilled/trained human resources impede the sustainability of natural resource management.

#### Other related biodiversity planning processes:

In addition to the CBD reporting processes and the conclusions from previous capacity needs assessments, the preparation of Cook Island's new NBSAP will build on prior and ongoing biodiversity planning processes, including:

- An update of the National Environment Strategic Action;
- A regional Pacific-wide project on adaptation to climate change (GEF project identification 3101) – a project to implement long-term adaptation measures to increase the resilience of a number of key development sectors in the Pacific islands to the impacts of climate change. The key development sectors included in this project are water resources management; food production and food security; and coastal zone and associated infrastructure (roads and breakwater).
- A regional Pacific-wide project on international waters (GEF project 2131) aimed at providing support for discussions and negotiations between Pacific SIDS, other coastal states including Indonesia and the Philippines and fishing states, on a new regional arrangement for the conservation, management and sustainable development of trans-boundary stocks of highly migratory species.
- A regional Ridge to Reef project aimed at conserving biodiversity and enhancing ecosystem functions through building national and local capacities and actions within and around marine and terrestrial protected areas, including community conserved areas (GEF ID 5348)
- A global umbrella programme for land degradation (GEF project identification 4829) – support to GEF Eligible Parties for Alignment of National Action Programs and Reporting Process under UNCCD and under the Cook Islands project design, includes a component to address environment health indicators and targets.
- National Environment Service is working with the Secretariat of the Pacific Environment Programme (SPREP) to develop a State of the Environment Report for the Cook Islands in order to provide an analysis of environmental trends and can encompass aspects such as biodiversity, water quality, air quality, land use and ecosystem health functioning and identify indicators and targets for monitoring.
- Work at the national level to develop the Cook Islands National Strategy for the Development of Statistics (CINSDS), including under the Sustainable Natural Resource and Environment Management Sector, biodiversity indicators for statistics collection.

1) National Reporting to CBD			
Reports	Date of Submission to CBD Secretariat	Current Status*	Comments
National Biodiversity Strategy and Action Plan	14 Apr 2011	Submitted	Currently outdated, as does not address Aichi Targets fully.
Revision of NBSAP	Not submitted	Not yet started	Funding being applied for under this project
1 <sup>st</sup> National Report	Not Submitted	Not Submitted	Funding for this report from GEF did not apply
2 <sup>nd</sup> National Report	Not Submitted	Not Submitted	Funding for this report from GEF did not apply
3 <sup>rd</sup> National Report	Not Submitted	Not Submitted	Funding for this report from GEF did not apply
4 <sup>th</sup> National Report	14 Apr 2011	Submitted	Although completed, the report does not fully consider the Aichi Targets and new CBD guidance. These will be included in the 5 <sup>th</sup> National Report under this project.
2) Capacity Needs Assessments carried out		YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Start Date: Jan 2005		End Date: Dec 2010	
Please list all of the CBD Program of Work and cross-cutting themes that were addressed in the Biodiversity Enabling Activities Capacity Needs Assessments:			Dates

<ul style="list-style-type: none"> <li>• Thematic capacity needs assessments <ul style="list-style-type: none"> <li>▪ Biodiversity Conservation <ul style="list-style-type: none"> <li>○ Species Management</li> <li>○ Invasive Species</li> <li>○ Ecosystems Management</li> <li>○ Ex-situ conservation</li> </ul> </li> <li>▪ Biosafety and Biosecurity</li> <li>▪ Equitable Sharing of Benefits and Access to Biodiversity</li> <li>▪ Mainstreaming Biodiversity</li> <li>▪ Management of Knowledge related to Biodiversity</li> <li>▪ Education Awareness and Training</li> </ul> </li> <li>▪ Cross-cutting capacity needs assessments for the implementation of the Rio Conventions. <ul style="list-style-type: none"> <li>▪ Cross Cutting Environment Issues <ul style="list-style-type: none"> <li>○ Integrated Coastal Management</li> <li>○ Resource Management</li> <li>○ Water Resource Management</li> <li>○ Waste, Sanitation and Pollution</li> </ul> </li> <li>▪ Cross Cutting Capacity Issues <ul style="list-style-type: none"> <li>○ Integrating Environment Management</li> <li>○ Education and Awareness</li> <li>○ Management of Information and Knowledge</li> <li>○ Multilateral Environment Agreements (MEAs)</li> <li>○ Access to Financial Resources</li> </ul> </li> </ul> </li> </ul>	Nov 2007
<ul style="list-style-type: none"> <li>▪ Under the Fourth National Report to the CBD: <ul style="list-style-type: none"> <li>– Agrobiodiversity</li> <li>– Biodiversity for Development</li> <li>– Invasive Alien Species</li> <li>– Protected Areas</li> <li>– Sustainable Use of Biodiversity</li> <li>– Marine and Coastal Biodiversity</li> </ul> </li> </ul>	Oct 2010
<b>3) Clearing House Mechanism (CHM) established?</b>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
CHM link(s):	There is no national CHM established yet.
Is the CHM website maintained up to date?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
How many people currently operate and maintain the national CHM?	0
How many people visited the national CHM website in the past 12 months?	Unknown

## 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 realize 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 Cook Islands NBSAP was completed in 2002. This NBSAP does not include the following elements of the CBD Strategic Plan’s Aichi Targets:

- Although there is a section on biodiversity mainstreaming, this section will need to be strengthened,. In addition, this section will require a stronger analysis of key ecosystem services, and more deliberate integration of these into key sectors, as well as updating for key climate change impacts;
- A plan for creating incentives and removing harmful subsidies (Target 3) – although there is a section on mainstreaming biodiversity into sectors, it does not address adequately the issue of incentives and subsidies.
- A plan for fully implementing the Programme of Work on Protected Areas, including increased protection and landscape/seascape connectivity (Target 11) – the Cook Islands has recently developed a draft action plan for the Programme of Work on Protected Areas, but still needs to assess specifically how the new proposed protected areas can address many of the Aichi Targets, including avoiding extinctions, safeguarding critical ecosystems, and strengthening climate resilience (in particular reef resilience);



- 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) – the previous NBSAP did not identify areas of critical ecosystem services, nor did it address specific strategies for safeguarding these ecosystem services;
- 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) – This was a major decision at CoP-11, and the Cook Islands will be identifying and mobilizing required resources to implement its revised NBSAP.

**Proposed Response and Rationale: The new generation of BD EA.** This project seeks to fully incorporate the above issues into the NBSAP. This ‘next generation’ NBSAP will create a national road map for achieving the Aichi Targets, and for changing the trajectory of development in the Cook Islands. Renewed 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 the Cook Islands’ 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, NBSAP implementation, Convention reporting and exchange mechanisms are strengthened.

**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 depends on the development of national capacity for managing biodiversity. The approach to building of national capacity in this proposal will include:

- (1) driving a participatory and consultative process for preparing all of key products under the project; and
- (2) bringing professional expertise into the process, e.g. by planning a few highly strategic output-based consultancies, where one of the key aims is to build national capacity to carry out activities related to biodiversity planning.

The project will focus on strengthening national capacity in Cook Islands in the following manner:

Individual	Much of the work under this project will be carried out in consultation with technical working groups. This is an ideal forum for imparting knowledge among different individuals involved in biodiversity planning and in environmental matters in Cook Islands. This approach ensures that national and international consultants, technical experts and advisors, stakeholders and government staff collaborate in a shared learning process.
Organizational	UNDP’s approach to Biodiversity Enabling activities in GEF5 goes beyond the mere production of national reports and strategies to the CBD and the development of a website for the CHM. Rather, it is concerned about developing a permanent framework for reporting to the CBD and monitoring on biodiversity management. This implies institutionalizing the capacity for eventually achieving this with as little external assistance as possible. Given the ambitious targets of the CBD Strategic Plan for 2011-2020, it is recognized that actions to engage external assistance and retain national are in the meanwhile needed. This will be availed through the project. 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>▪ Setting targets and priorities</li> <li>▪ Developing implementation plans for the revised NBSAP</li> <li>▪ Assessing and strengthening capacity needs</li> <li>▪ Developing a permanent framework for reporting to the CBD</li> </ul>
Systemic	The approach that UNDP has developed for Biodiversity Enabling Activities in GEF5 is transformational with respect to systemic capacity elements (i.e. policy, economic, regulatory, and accountability frameworks within which organizations and individuals operate). The aim is to ensure that the objectives, targets and guidance from the CBD Strategic Plan for 2011-2020 become fully anchored into national development frameworks and that the system is capable of effectively and in those cases where relevant and possible real-time collecting, analyzing and feeding back the relevant information into the policy making. The method will utilize systemic and societal capabilities and harness those for policy making and monitoring and evaluation that will combine traditional with innovative mechanisms of data collection. The knowledge developed through these activities will become part of Cook Islands' new NBSAP and will have a greater chance of influencing and even becoming policy. In particular, the following activities are specially targeted at building systemic capacity: <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, into sectoral plans and strategies, and into national accounting frameworks</li> <li>▪ Incorporating climate change issues into the NBSAP, including the incorporation of challenges and opportunities linked to ecosystem-based adaptation and mitigation and ecosystem resilience.</li> <li>▪ Integrating the NBSAP implementation plan with the CBD Programme of Work on Protected Areas implementation plan</li> <li>▪ Securing sustainable finance for NBSAP implementation</li> <li>▪ Monitoring and reporting on the status of biodiversity under climate change scenarios</li> </ul>

**C. DESCRIBE THE ENABLING ACTIVITY AND INSTITUTIONAL FRAMEWORK FOR PROJECT IMPLEMENTATION** (discuss the work intended to be undertaken and the output expected from each activity as outlined in Table A ).

**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 (mgt costs excl.)
1	I. Preparation	7%
	II. Setting national targets, principles, & main priorities of the strategy	12%
2	III. Strategy and action plan development	49%
3	IV. Development of Implementation plans and related activities	20%
	V. Institutional, monitoring, reporting and exchange	12%

**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 Cook Islands 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.

1.4 In an iterative manner, Cook Islands taps into useful information on, and participates into, global networks and initiatives on biodiversity data and indicators (such as the Biodiversity Indicators Partnership, Global Biodiversity Information Facility and the

World Conservation Monitoring Centre, the Global Environment Outlook portal, among other relevant ones).

**Key Outcomes:**

- By late 2014, a multi-sectoral/multi-stakeholder working group is established and participates in the stock-taking exercise. It is very likely that the existing multi-sectoral advisory group that already exists in Cook Islands will be tasked with this job
- By late 2014, 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 the Cook Islands
- Biodiversity Targets for the Cook Islands: As part of national efforts to implement the CBD's Strategic Plan for 2011-2020

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

The existing multi-advisory group, and a stakeholder group of key sectors will play a pivotal role in preparatory and target-setting activities under Component 1. They will be assisted by the national coordinator and consultants, who will carry out the various products. The process of setting targets will be participatory and will include the views of a broad audience, e.g. through a national workshop. Key activities of this component include:

***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.

***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 initiated (if not completed) by CoP-12.

## **Component 2. NBSAP Update**

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

- The National Biodiversity Strategy and Action Plan (NBSAP) for Cook Islands, anchored into national development frameworks, is updated, in a manner that is participative, widely disseminated and 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.
- The updated and fully endorsed NBSAPs for Cook Islands is submitted to the CBD preferably within the deadline set by the COP<sup>6</sup>, incorporating recommendations of the following strategic studies:
  - Local-level assessment of the value of critical ecosystems within Cook Islands, and opportunities for capturing that value; and
  - Exploring and costing options for developing ecosystem-based adaptation strategies and for strengthening resilience of climate change in Cook Islands

<sup>6</sup> The actual submission of the NBSAP to the CBD Secretariat is the responsibility of the government of the Cook Islands, not UNDP.

- Revised and updated protected areas action plan

#### **Key Outcome:**

- By early 2016, Cook Islands' 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**

- National Biodiversity Strategy and Action Plan for the Cook Islands
- Sub-product 1: Assessing and capturing value in ecosystem's goods and services in the Cook Islands
- Sub-product 2: Exploring and costing options for ecosystem-based adaptation to climate change and strengthening resilience to climate impacts in the Cook Islands
- Sub-product 3: The revised and updated protected area action plans includes strategies for addressing related Aichi Targets, such as avoiding extinctions, increasing representativeness, improving marine connectivity; designing protected areas for climate resilience; and safeguarding critical ecosystems, most importantly key fisheries habitat (e.g., mangrove, coral reef, reef grass beds, important aggregation spawning sites, etc.)

#### **Key Activity (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:

- Assessing and integrating ecosystem services through economic valuation: The study on the Economics of Ecosystems and Biodiversity (TEEB) has drawn attention to the global economic benefits of biodiversity and ecosystem services and to the growing costs of biodiversity loss and degradation. The aim is to strengthen the point that biodiversity not only underpins human well-being, but that biodiversity and associated ecosystem services can make a significant contribution to poverty reduction and economic development. By engaging national specialists and providing support from global specialists, hard economic data will be collected and processed at the country level to demonstrate the costs and benefits of investing in biodiversity management. Capacity to carry out the assessments and make important links to priority economic sectors will be simultaneously built within the country. The availability of essential data and the analysis will allow Cook Islands to "make the case" for biodiversity and will facilitate the process of mainstreaming biodiversity into sectoral planning through concrete biodiversity valuation examples.

Specific steps in this process include:

- Identify and assess the full range of values of key ecosystem services within the country, based on existing local, national, regional and global studies on the value of ecosystems and biodiversity, including: the national TEEB valuation results, the valuation of protected areas, any other national ecosystem services studies that have been conducted (e.g. water, carbon), and existing global and regional maps and overlays of key ecosystem services
- Identify the implications of these services for different stakeholder groups within the country, including those who benefit from, and pay for, the maintenance of these ecosystem services, and those that degrade ecosystems through unsustainable use.
- Estimate and demonstrate the value of key ecosystem services (using methods appropriate to each service), including the value of the ecosystem service in contributing to climate resilience, adaptation and mitigation; reducing poverty, and sustaining livelihoods.
- Where appropriate, this activity will also identify potential means of capturing the value of targeted ecosystem services including through policies such as payments for ecosystem services and other positive incentives.

- 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>7</sup> This aspect is deeply linked to several of the Aichi Targets (3, 4, 14, 16 and 20 to mention a few).

As part of this process, the project will focus on the following sectors and development topics:

Agriculture; Tourism, Trade, Travel and Transport; Energy; Fisheries; Development Planning & Finance;  
Water quality and water security planning; Poverty alleviation; Gender; Climate change mainstreaming;  
Land use planning and management, including spatial planning and infrastructural development

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
  - 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 for the Cook Islands did not adequately address aspects of climate change. This activity will involve incorporating aspects of climate change into NBSAPs, including, for example:
    - identifying existing population baselines for key species and predicting future trends due to climate change;
    - assessing the impact of climate change on the functioning of ecosystem services, such as water, soil formation, refugia to threatened species, recreation, among others;
    - identifying areas important for improving nature's ability to adapt to climate change, such as altitudinal gradients and conservation corridors
    - 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 resource mobilization for the implementation of the NBSAP is produced and includes a baseline assessment of existing biodiversity finance.
- 3.2 Immediate CBD reporting obligations are met by Cook Islands in a timely manner, in particular the Fifth National Report to the CBD

**Key Outcomes:**

- By 2016, complete plan for implementing the NBSAP, including capacity, technology and finance needs assessment
- Fifth National Report to the CBD

**Key Products or publications:**

- Set of 'straight-forward' and feasible NBSAP implementation plans, which ensure the effective implementation of the Action Plan contained in the NBSAP and fully address the Aichi Targets
- Fifth National Report for the CBD

**Key Activities (IV – V)**

- *Developing implementation plans*

This activity will focus on developing an overall plan for implementing the NBSAP. The National Expert Biodiversity Management and Consultation Processes, the Group of experts in economic and development sectors will play a pivotal role in the

<sup>7</sup> Petersen, C and B. Huntley. 2005. Mainstreaming Biodiversity in Productive Landscapes. Working Paper 20. Washington DC: GEF.

development of implementation plans for the NBSAP under Component 3. They will be assisted by the international service providers on environmental economics, finance and biodiversity mainstreaming and on capacity needs assessment for biodiversity management. Collectively, these consultants, service providers and the working group will be responsible for preparing the required products according to their TOR (see Annex A, D and E) and for involving a wide range of stakeholders in the process.

The development implementation plan will include the following elements:

- 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.
- Integrating the NBSAP implementation plan with the CBD Programme of Work on Protected Areas implementation plan:

Cook Islands has a work plan for implementing the CBD Programme of Work on Protected Areas, and is working towards the strengthening of its protected area system on a number of fronts, including through gap analysis, capacity building for a more effective management and effective management. These are all aspects linked to the implementation of the PoWPA, to which Cook Islands is committed to adhering to. We will place particular emphasis on those aspects of Target 11 from the CBD Strategic Plan, including our plans for expanding protected areas, improving management effectiveness, sustainably financing protected areas, improving connectivity, and integrating protected areas into the wider landscape and seascape, and will integrate our PoWPA Action Plan into the revised NBSAP.

- 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. Cook Islands is 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
- 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 Cook Islands develops a road map for strengthening these specific capacities. Building on existing capacity needs assessment, and using existing guidance, Cook Islands will identify the following gaps, along with capacity-building strategies to fill those gaps:
  - Insufficient mandate and attributions and functions of authorities responsible for biodiversity management to execute their programme of work in full;
  - Inadequate level of expert knowledge in sphere of biodiversity management;
  - Limited funding for direct implementation of NBSAP
  - Lack of clarity on possible economic benefits derived from the sustainable use of biodiversity
  - General lack of financial, human and information resources needed for an ecosystem approach
  - Reduced capacity for research of the biodiversity components and monitoring
  - Reduced management and financial capacities for development and maintenance of the protected areas system
  - Underdeveloped financial incentive measures
  - Lack of experience for biodiversity rehabilitation
- ***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. Cook Islands does not have a fully comprehensive system for monitoring and reporting on the status and trends of biodiversity, the contribution and status of key ecosystem services, including fisheries and water, and the likely impacts of climate change on biodiversity and ecosystem services. Through this project, the Cook Islands will ensure that future monitoring and reporting on the status of biodiversity

and ecosystem services is strengthened, and incorporates relevant 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, Cook Islands 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.

#### **Stakeholders:**

A NBSAP Technical Working Group will be established that ensembles relevant stakeholders and technical experts on BD issues and all the related projects in the Cook Islands will be represented on this group. Regular meetings will be held between the different projects to leverage synergies and ensure efficiency in implementing the projects. The studies conducted and information gathered under the other projects will be integrated into project implementation and into the strategic documents developed under this project. Appropriate lessons from the region in dealing with biodiversity issues and related subjects will also be of importance and integrated into the implementation of the project and highlighted through the facilitation of the meetings.

The list herein covers the initiatives which are immediately relevant for the BD EA project, but does not exclude other possible synergies with a number of different initiatives led by partners, either governmental, non-governmental, research centres, interest groups, private sector etc.

#### **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**

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

- Cook Islands' National Sustainable Development Plan
- Tourism Master Plan
- National Action Plan for Disaster Risk Management
- Joint National Action Plan for Disaster Risk Management and Climate Change Adaptation
- Biosafety Framework
- National Millennium Development Goals
- National Environment Strategic Action Framework
- National Action Programme for Sustainable Land ManagementCook Island Programme of Work for Protected Areas

This project is a follow-on to the existing NBSAP, and it is consistent with it. It will be guided by priorities in the 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.

#### **Project implementation arrangement:**

The project will be implemented over a period of 24 months. UNDP is the *GEF Agency* for the project and accountable to the GEF for the use of funds. The project will be administered by UNDP using the national implementation modality (NIM) project, in line with the Standard Basic Assistance Agreement (SBAA, 2006) between the UNDP and the Government of the Cook Islands, and the United Nations Development Assistance Framework (UNDAF) Action Plan and Cook Islands Country Matrix for 2013-2017. Under the NIM modality, the Cook Islands National Environment Service (NES) is the designated government institution responsible for the project towards the timely and verifiable attainment of project objectives and outcomes. The NES will manage implementation of all project activities.

The NES will chair the Project Steering Committee (PSC) and will be responsible for providing government oversight and guidance to the project implementation. Project technical team will receive technical backstopping provided from the UNDP/GEF Regional Technical Advisor responsible for the project and the UNDP Environment Focal Point at the Regional Office.

In working closely with stakeholders, the National Environment Service will be responsible for providing project oversight and assurance services for project implementation including (i) recruitment of project staff and contracting of consultants and service providers; (ii) overseeing financial expenditures, in partnership with MFEM - DCD, against project budgets approved by Project Board; and (iii) ensuring that all activities including procurement and financial services are carried out in strict compliance with Government and/or UNDP/GEF procedures. An NES staff member will be assigned with the responsibility for overseeing the day-to-day management and control over project finance and activities. A UNDP staff member will be assigned with the responsibility of project assurance activities and will be the point of contact between the project and UNDP.

A *National Project Steering Committee* (PSC) which will be convened by the National Environment Service, and will serve as the project's coordination and technical advisory body. The PSC will include representation of all the key project stakeholders. It will meet according to the necessity, but not less than once in 6 months, to review project progress and advice on technical matters concerning the project.

The Project Steering Committee (PSC) will also provide technical advice. The PSC may meet more frequently to discuss issues of technical nature and make recommendations which would be forwarded to the Project Board for final decision making. The following will be the composition of the PSC for the project:

The Project Steering Committee may be an existing or previously formed NBSAP Steering Committee. This committee may comprise of smaller thematic working groups. The thematic area groups may meet quarterly or on an ad hoc basis when need arises. The steering committee however meets at least twice per year to review and monitor the performance of the project. The PSC will include NBSAP stakeholder group, thematic area working group and some key people involved in planning and implementing NBSAP activities. This may include other key government Ministries and departments.

Until the PSC has met and has deliberated, the following are the proposed TOR for the Committee (the TOR may be amended by 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 provide advice on technical components of the Annual Work Plans.
- 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 to contribute to the implementation of project activities and the achievement of its outcomes.
- Discuss and make recommendations on any matter involving an alteration in the mandate, terms of reference, membership, or structure of the PSC.
- Any other relevant task as applicable.

The day-to-day administration of the project will be carried out by a *Project Implementation Unit* (PIU), comprising of a Project Coordinator and supported by NES staff, who will be located within National and/or sub-national executing offices. The project coordinator will be recruited using standard Government recruitment procedures. The Project Coordinator will manage the administrative implementation of all project activities and will ensure that all reporting is submitted according to pre-agreed deadlines. The Project Coordinator will also be technically supported by contracted national and international consultants and service providers.

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

The Government of the Cook Islands has requested UNDP assistance in designing and implementing this project. UNDP has experience managing projects in the Cook Islands with well-developed working relationships with the key stakeholders of the project. Moreover, the project will benefit from the support of a UNDP/GEF Regional Technical Advisor dedicated to Biodiversity in Regional Service Centre Bangkok. 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 Cook Islands:**

The project is in line with the endorsed UNDP Sub Regional Program Document for Pacific Island Countries 2013 – 2017, the United Nations Development Assistance Framework (UNDAF) 2013 – 2017 and the endorsed UNDAF Action Plan and Country Results Matrix of the Cook Islands. In particular, the project contributes to UNDAF Outcome 1 "By 2017 the most vulnerable communities across the PIC's are more resilient and select government agencies, civil society and communities have enhanced capacity to apply integrated approaches to environmental management, climate change adaptation, mitigations and disaster risk reduction".

#### **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 operationalize this proposal at the level of UNDP, allowing Cook Islands to access the funding. This plan will depart from the following indicative and non-exhaustive list:

- National Environment Service



- Ministry of Marine Resources
- Ministry of Agriculture
- Ministry of Cultural Development
- Ministry of Education
- Office of the Prime Minister
- Ministry of Finance and Economic Management - DCD
- Cook Islands Natural Heritage Trust
- Cook Islands Tourism Corporation
- National Research Committee
- Cook Islands Research Association
- Island Councils

**The participation of NGOs and CSOs stakeholders** NGOs and SCOs will play a key role in the implementation of this project. These organizations play an important advocacy 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. A sample of key groups includes:

- House of Ariki
- Koutu Nui
- Te Ipukarea Society
- Cook Islands National Council of Women
- Te Vaka Taunga – Te Rito O Te Vairakau Maori
- Takitumu Conservation Area (TCA)
- Pacific Island Conservation Initiative (PICI)

**The participation of indigenous and traditional groups** in the project will be ensured through locally based CSOs. The project coordination 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>8</sup>

### Gender marking

Cook Islands enjoys a relatively high degree of gender parity. The country complies with the UN treaties, such as the Convention on the Elimination of all forms of Discrimination Against Women (CEDAW) and Millennium Development Goals (MDGs), and the national and state constitutions have articles stipulating that all the people have equal rights. Women and men share a high adult literacy rate.

Consultation under this project will make a particular emphasis on including women from the beginning of the project, with an emphasis on women's NGOs (similar to the process of involving women's NGOs during the 44<sup>th</sup> session of the UN's CEDAW<sup>9</sup> in July 2009).

The project coordination will ensure that gender consideration become an integral part of the updated NBSAP. COP guidance will be followed.<sup>10</sup> More specifically two are worth mentioning: (i) COP Decision 1X/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

<sup>8</sup> See e.g. [www.cbd.int/traditional](http://www.cbd.int/traditional).

<sup>9</sup> "Gender Mainstreaming: The Role of Civil Society. Results of Monitoring the National Gender Mechanism" report by the Public Union for Gender Equality and Women's Initiatives, Baku, August 2010, paper copy

<sup>10</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).

- 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:**

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. This is one way of making optimal use of biodiversity planning resources.

The project combines GEF funding with government and non-government co-financing in order to achieve the project objectives 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 NES, a number of project activities, organization of and participation in Project Board meetings, plus other work related to reporting, work plan approvals, signing off on CDR reports, RDPs, and reviewing APRs/PIRs. In addition, information and data will be collected and provided by NES and other organisations regularly throughout the project.

The cost-effectiveness of the proposed activities will further be ensured by combining government-internal, other national and international expertise in implementing similar projects. GEF funding of consultation costs will be kept to a minimum, as government can finance much of it from existing resources. The same applies to the national contribution to EA working groups.

The Government of Cook Islands wishes the work on the new NBSAP to be transformational from a biodiversity and finance planning point of view. This requires expertise that is not found in the country. Hence, the GEF's financing of specialized consultants and knowledge / capacity building within the framework of this project is essential to its success, to the extent that it finances the costs of going beyond what government would be able to do without foreign assistance. The GEF funding to the project will focus in overcoming this specific barrier. UNDP is well positioned to assist Cook Islands in sourcing the necessary expertise for this EA project in a cost-effective manner.

Other options have been considered, e.g. sub-contracting NGO(s) to assist in NBSAP update as an entire 'package' of services to be rendered. High costs in fees from service providers would make such option less cost effective, coupled with the risk of biasing the NBSAP, which is supposed to reflect broad societal views on the national strategy for biodiversity.

The project adopts the least-cost means of achieving the project's objectives and follows the activity norms and cost benchmarks defined by GEF guidelines. It will be built upon the strong foundation of the previously developed NBSAP, Capacity Assessments and National Reports as well as current projects with aligned outputs.

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

Type of M&E activity	Responsible Parties	Budget US\$ <i>Excluding project team staff time</i>	Time frame
Inception Meeting	Project Coordinator UNDP MCO UNDP GEF	\$2,000	Within first two months of project start up
Inception Report	Project Team UNDP MCO	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 Coordinator 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 UNDP-MCO UNDP-GEF	None	Annually
Quarterly progress reports, including narrative and FACE Financial Reports	Project team/National Project Director	None	Quarterly, within 15 days of end of each quarter
CDRs – production/distribution CDRs – review and endorsement	UNDP_MCO Project Coordinator/National Project Director	None	Quarterly
Lessons Learned Log	Project Coordinator UNDP CO Programme Staff	None	Quarterly as part of the QPR
Terminal Report	Project team/National Project Director UNDP-MCO	Printing costs only, if any.	At least one month before the end of the project
Lessons learned	Project team 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-MCO Project team Cook Islands Audit Office	\$3,000 for 3 years To be included in the CO audit plan.	Yearly
TOTAL indicative COST <i>Excluding project team staff time and UNDP staff and travel expenses</i>		US\$ 5, 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):**

NAME	POSITION	MINISTRY	DATE (Month, day, year)
Vaitoti Tupa	Director	National Environment Service	4 <sup>th</sup> March 2014


**B. CONVENTION PARTICIPATION\***

CONVENTION	DATE OF RATIFICATION/ ACCESSION (mm/dd/yy)	NATIONAL FOCAL POINT
CBD	20 April 1993	National Environment Service

\*To be filled for NCSA proposals only

**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, Agency name	Signature	DATE (MM/dd/yyyy)	Project Contact Person	Telephone	E-mail Address
Adrian Dinu, UNDP - GEF Executive Coordinator and Director a.i		March 28, 2014	Johan Robinson, Regional Technical Advisor for Biodiversity, UNDP EBD	+662 304 9100 Ext. 2729	<a href="mailto:johan.robinson@undp.org">johan.robinson@undp.org</a>

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

<i>Position Titles</i>	<i>\$ / Person Week to be covered by GEF</i>	<i>Estimated Person Weeks to be covered by GEF</i>	<i>Tasks to be Performed</i>
<b>For EA Management</b>			
<i>Local</i>			
Project Technical Coordinator (managerial tasks corresponding to 10 out of 104 weeks)	500	10	<p><i>Objective:</i> To undertake the general administrative requirements of the project, including those related to the management of the project and its funding.</p> <p><i>Key tasks are:</i></p> <ul style="list-style-type: none"> <li>- Ensure that project Objective, Outcomes, Outputs and Activities are implemented in a timely and appropriate manner.</li> <li>- Develop detailed Annual Work Plans and Budgets (including activity descriptions and a chronogram), and submit these to the Project Board 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 National Project Director/UNDP.</li> <li>- Facilitate, guide and monitor the work of consultants, and approve their deliverables in association with the Project Steering Committee or other applicable instance.</li> <li>- Organize and assist in project related activities, where required. These may include planning for meetings, local and national workshops, consultations, field visits, 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 Steering Committee, Project Board and UNDP.</li> <li>- Maintain records of Project Steering 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>- Be responsible for day-to-day administrative and financial support for project activities and procurements of goods and services for the project including effective accounting of the project funds and financial reporting in line with government and UNDP requirements and procedures. Specifically, <i>inter alia</i>; <ul style="list-style-type: none"> <li>▪ Preparation of the project budgetary revisions/annual work plans (at least once a year).</li> <li>▪ Preparation of quarterly advance requests in conjunction with quarterly progress reports and reporting in accordance with UNDP procedures.</li> <li>▪ Preparation of payment requests (under 2500 USD).</li> <li>▪ Preparation of travel requests and logistical support for Project staff and Implementing Partner, in accordance with Government, rules and procedures.</li> <li>▪ Organization and logistical support of the workshops, task meetings, delegations, field visits etc.</li> <li>▪ Preparation of hand outs for workshops, briefings and meetings.</li> <li>▪ Equipment inventory, preparation of reports on equipment condition.</li> <li>▪ Maintaining the records pertaining to the issuance of project equipment to PIU experts; monitoring of such equipment.</li> <li>▪ Collection and distribution of incoming mail, dispatching outgoing mail; locating files etc.</li> <li>▪ Preparation of Procurement plan in accordance with Government and UNDP requirements and Annual Work Plan of the project.</li> <li>▪ Preparation of the documentation on procurement of goods/works/services in Government/ UNDP format and control the observance of contractual terms and conditions.</li> <li>▪ Preparation of the documentation on procurement of goods/works/services in Government/UNDP format.</li> </ul> </li> </ul>

<i>Position Titles</i>	<i>\$ / Person Week to be covered by GEF</i>	<i>Estimated Person Weeks to be covered by GEF</i>	<i>Tasks to be Performed</i>
			<ul style="list-style-type: none"> <li>▪ Preparation (in consultation with the project experts) of the rationale on the selected suppliers of goods/services for review by the relevant UNDP units and government and/or UNDP Procurement Committee.</li> <li>▪ Carrying on negotiations with the suppliers of goods/works/services.</li> <li>▪ Ensuring tender selection of the suppliers of goods/works/services in accordance with government and / or UNDP requirements and procedures.</li> <li>▪ Collection and ranking the information on potential goods/services providers.</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 Cook Islands, good leadership, coordination, communication, and facilitation skills are essential. Ability to communicate effectively orally and in writing, in order to communicate complex, technical information to both technical and general audiences.</p>
<b>For Technical Assistance</b>			
Project Technical Coordinator (technical tasks corresponding to 94 out of 104 weeks)	500	94	<p>Play a leading and resource person role vis-a-vis the National Target Setting and NBSAP Update Working Group and in a number of national sub-national consultation processes for all relevant activities under the Enabling Activity project.</p> <ul style="list-style-type: none"> <li>- Develop planning methodologies and processes for the sub-national technical meetings and consultations.</li> <li>- Review base documents for the inputs to the sub-national technical meetings and consultations.</li> <li>- Work on the preparation of base documents for technical meetings.</li> <li>- Review the NBSAP update.</li> <li>- Develop methodologies for the national validation of the national targets and draft NBSAP.</li> <li>- Carry out consultations with provincial authorities and organize sub-national technical meetings and consultations and National Technical meetings.</li> <li>- Collect and consolidate information arising from the technical meetings.</li> <li>- Provide inputs for evaluation of institutional capabilities.</li> <li>- Work with local experts and government authorities to collect available information on biodiversity.</li> <li>- Provide inputs to the development of the NBSAP implementation plans.</li> </ul> <p>Contribution to the following deliverables:</p> <ul style="list-style-type: none"> <li>➤ Brief Review of the Biodiversity Planning Process in Cook Islands</li> <li>➤ Biodiversity Targets for Cook Islands: 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 Cook Islands</li> <li>➤ Sub-product 1: Assessing and capturing value in ecosystem's goods and services in Cook Islands</li> <li>➤ Sub-product 2: Exploring and costing options for Ecosystem-based adaptation to Climate Change in Cook Islands</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 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 Cook Islands, good leadership, coordination, communication, and facilitation skills are essential. Ability to communicate effectively orally and in writing, in order to communicate complex, technical information to both technical and general audiences.</p>

<i>Position Titles</i>	<i>\$ / Person Week to be covered by GEF</i>	<i>Estimated Person Weeks to be covered by GEF</i>	<i>Tasks to be Performed</i>
<i>International</i>			
Lead Int. Consultant	3,000	15	<p><i>Objective:</i> To take stock of the success of the existing NBSAP and develop national targets in line with the global Aichi Targets, to develop a revised NBSAP in line with guidance in the CBD Strategic Plan, and to develop an implementation plan for the NBSAP. The key tasks are:</p> <p>Phase 1 : Stocktaking and national reporting</p> <ul style="list-style-type: none"> <li>▪ Take stock of existing plans, policies and practices in Cook Islands that result in biodiversity conservation or loss.</li> <li>▪ Identify the root causes of biodiversity loss in Cook Islands 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> <li>▪ Prepare the 5<sup>th</sup> National Report to the CBD</li> </ul> <p><i>Key deliverables:</i></p> <ul style="list-style-type: none"> <li>➤ Brief Review of the Biodiversity Planning Process in Cook Islands</li> <li>➤ 5<sup>th</sup> National Report to the CBD</li> </ul> <p>Phase 2: Developing the NBSAP and implementation plans</p> <ul style="list-style-type: none"> <li>▪ Carry out consultations for the development of the NBSAP</li> <li>▪ Develop the strategy and actions to implement the agreed targets through national consultations</li> <li>▪ Apply the NBSAP to sub-national entities through sub-national and local consultations;</li> <li>▪ Develop an overall implementation plan for the NBSAP and ensure it is integrated with the POWPA plan.</li> <li>▪ Mainstream into development, poverty reduction and climate change plans through sectoral consultations</li> </ul> <p><i>Key deliverables:</i></p> <ul style="list-style-type: none"> <li>➤ Second National Biodiversity Strategy and Action Plan for the Cook Islands and associated implementation plan</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 Cook Islands is essential. Experience in the Pacific is preferred.</p>



## ANNEX B. CHRONOGRAMME OF ACTIVITIES

Comp	Modules	Guiding activities under each module	2014				2015				2016			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	COP 12	Q1	Q2	Q3	Q4
1	I. Preparation	1. Rapid stocktaking and review of relevant plans, policies and reports			X	X	X							
		2. Identification of new stakeholders; consultations and awareness			X	X	X	X	X					
		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				X	X	X	X					
	II Setting national targets, principles, & main priorities of the strategy	4. Setting national targets, principles, & main priorities of the strategy through national consultations			X	X	X	X	X					
2	III. Strategy and action plan development	5. Developing the strategy and actions to implement the agreed targets through national consultations				X	X	X	X	X				
		6. Application of the NBSAP to sub-national entities through sub-national and local consultations				X	X	X	X	X				
		7. Sectoral integration including mainstreaming into development, poverty reduction and climate change plans through sectoral consultations				X	X	X	X	X	X	X		
3	IV. Development of Implementation plans and related activities	8. Development of a plan for capacity development for NBSAP implementation.						X	X	X	X	X		
		9. Technology needs assessment							X	X	X			
		10. Development of a communication and outreach strategy for the NBSAP.					X	X	X	X	X			
		11. Development of a plan for resource mobilization for NBSAP implementation								X	X	X		
	V. Institutional, monitoring, reporting and exchange	12. Establishment/ strengthening of national coordination structures				X	X	X	X					
		13. CHM development.							X	X	X	X		
		14. Development of indicators and monitoring approach				X	X	X	X	X	X	X		
		15. Fifth national reports			X	X	X	X						

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

<b>GEF Component (Outcome) /Atlas Activity</b>	<b>Responsible Party/ Implementing Agent</b>	<b>Fund ID</b>	<b>Donor Name</b>	<b>ERP / ATLAS Budget 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>Notes</b>
Comp 1. Stocktaking and national target setting	NEX	62000	GEF-10003	71200	International Consultants	17,000	8,500	8,500	0	a
	NEX	62000	GEF-10003	71300	Local Consultants	17,000	8000	9000	0	b
	NEX	62000	GEF-10003	71600	Travel	3,000	1,500	1,500	0	c
	NEX	62000	GEF-10003	72100	Contractual Services-Companies	3,800	1,700	2,100	0	d
	NEX	62000	GEF-10003	72100	Contractual Services-Companies	2,000	2,000	0	0	e
	NEX	62000	GEF-10003	74500	Miscellaneous Expenses	2,500	2,500	0	0	f
<b>TOTAL ACTIVITY 1 (Comp 1) - GEF</b>						<b>45,300</b>	<b>24,200</b>	<b>21,100</b>	<b>0</b>	
Comp 2. NBSAP update	NEX	62000	GEF-10003	71200	International Consultants	14,500	0	14,500	0	a
	NEX	62000	GEF-10003	71300	Local Consultants	17,000	0	17,000	0	b
	NEX	62000	GEF-10003	71600	Travel	23,500	0	12,500	11,000	c
	NEX	62000	GEF-10003	72100	Contractual Services-Companies	4,000	0	4,000	0	d
	NEX	62000	GEF-10003	72100	Contractual Services-Companies	12,500	0	12,500	0	g
	NEX	62000	GEF-10003	72100	Contractual Services-Companies	7,000	0	4,000	3,000	e
	NEX	62000	GEF-10003	71200	Contractual Services-Companies	10,000	0	10,000	0	h
	NEX	62000	GEF-10003	74200	Audio Visual & Print Prod Costs	6,000	0	3,500	2,500	i
	NEX	62001	GEF-10004	74500	Miscellaneous Expenses	3,500	0	3,500	0	f
<b>TOTAL ACTIVITY 2 (Comp 2) - GEF</b>						<b>98,000</b>	<b>0</b>	<b>81,500</b>	<b>16,500</b>	
Comp 3. National frameworks for NBSAP implementation, CDB reporting and exchange mechanisms	NEX	62000	GEF-10003	71200	International Consultants	13,500	0	0	13,500	a
	NEX	62000	GEF-10003	71300	Local Consultants	13,000	0	0	13,000	b
	NEX	62000	GEF-10003	71600	Travel	1,500	0	0	1,500	c
	NEX	62000	GEF-10003	72100	Contractual Services-Companies	3,200	0	0	3,200	d
	NEX	62000	GEF-10003	72100	Contractual Services-Companies	12,500	0	12,500	0	g
	NEX	62000	GEF-10003	72100	Contractual Services-Companies	2,000	0	0	2,000	e
	NEX	62000	GEF-10003	72100	Contractual Services-Companies	10,000	0	10,000	0	h
	NEX	62000	GEF-10003	74499	Miscellaneous Expenses	2,000	0	0	2,000	f
<b>TOTAL ACTIVITY 3 (Comp 3) - GEF</b>						<b>57,700</b>	<b>0</b>	<b>22,500</b>	<b>35,200</b>	
Comp 4. Project Mgt	NEX	62000	GEF-10003	71400	Local consultant	5,000	1,667	1,667	1,666	b
	NEX	62000	GEF-10003	74100	Professional Services	3,000	1,000	1,000	1,000	j
	NEX	62001	GEF-10004	72800	Information Technology Equipment	11,000	4,000	4,000	3,000	k
<b>TOTAL ACTIVITY 4 (Project Management) - GEF</b>						<b>19,000</b>	<b>6,667</b>	<b>6,667</b>	<b>5,666</b>	
<b>GRAND TOTAL (in cash)</b>						<b>220,000</b>	<b>30,867</b>	<b>131,767</b>	<b>57,366</b>	

<b>Budget Notes</b>	
a	Int. NBSAP Consultant fee (lump-sum \$45K / or approx. 15 weeks) - budget spread among the three components
b	Project Coordinator (lump sum \$52K / or approx. 104 weeks) - budget spread among the three components
c	Travel for Int. NBSAP Consultant; Environmental economics, finance and biodiversity service provision; Capacity needs assessment for BD management service provision, and Local Travel (Local Travel and DSA for project staff to visit Pa Enua for consultations and fund Pa Enua participation in National NBSAP workshop)

d	Project Steering Committee and Technical Working Groups including (1) National Target Setting and NBSAP Update Working Group; and (2) Economic and Development Sectors. Lump sum \$11K - budget spread among the three components
e	Consultations and meetings in connection with the biodiversity planning stock-taking and target setting exercises; NBSAP update exercise; NBSAP implementation plans and 5NR.
f	Communication, including telephone costs and internet service provision (in connection with project management). Stationary and other supplies for project meetings/workshops. Awareness raising regarding the BD EA project and its objectives.
g	Environmental economics, finance and biodiversity mainstreaming service provision (lump sum \$19.5K) – budget spread among components 2 and 3.
h	Capacity needs assessment for BD management service provision (lump-sum \$20Ks) - divided equally among components 2 and 3
i	Printing costs of the NBSAP and related reports. May involve basic editorial work.
j	Project Audit
k	Project equipment, 1 desktop computer, 1 laptop, 1 projector, 1 printer, consumable supplies for project use

## **ANNEX D. TOR FOR WORKING GROUPS SUPPORTED BY THE PROJECT**

**GEF financing:** \$11,000 lump-sum (refer to Annex C. TBW, budget note “d”)

**Government co-financing:** approx. \$120,000 (includes people’s time, meeting costs, some travel and other sundries)

**Non-government co-financing:** approx. \$50,000 (includes people’s time, equipment and other sundries)

### **D-1)**

#### **Group of Experts in Economic and Development Sectors**

To assist the NBSAP Lead Consultant in taking stock of the success of the existing NBSAP and other relevant documents, developing national targets in line with the global Aichi Targets and updating the Cook Islands NBSAP. The experts will cover the main sectors and areas linked to biodiversity conservation

- Agriculture
- Forestry
- Tourism
- Trade
- Travel and Transport
- Fishery
- Land-use management
- including spatial and infrastructural development planning
- Food security
- Gender
- Climate change mainstreaming
- Population & urban planning)

Contribution to the following Outputs:

2.1 A National Biodiversity Strategy and Action Plan (NBSAP) for Cook Islands anchored into national development frameworks, is updated, in a manner that is participative, widely disseminated and 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.

2.2 The updated and fully endorsed NBSAPs for Cook Islands are submitted to the CBD preferably within the deadline set by the COP, incorporating recommendations of the following strategic studies:

- Integrating the challenges to Protected Areas in the 21st Century into the NBSAP and the national implementation of the CBD’s Programme of Work on Protected Areas (PoWPA)
- The Economics of Ecosystems and Biodiversity (TEEB) developed for assessing and capturing value in ecosystems’ goods and services in Cook Islands

The group will be formed by specialists in key domains. The key tasks of the group related to all described areas and sectors are contributing to the following activities:

- Stocking of existing plans, policies and practices in Cook Islands that result in biodiversity conservation or loss.
- Identify the root causes of biodiversity loss in Cook Islands by first identifying the threat and then the drivers behind the threats.
- Identify the key barriers and challenges in the policy environment to effective biodiversity conservation/sustainable use.
- Based on existing studies and analyses, identify key gaps in the existing NBSAP in each sector or area.
- Identify the means to overcome existing barriers and challenges.

The group of experts will work extensively with all consultants responsible for specific products.

Contribution to the following deliverables:

- Brief Review of the Biodiversity Planning Process in Cook Islands
- Second National Biodiversity Strategy and Action Plan for Cook Islands
- Sub-product 1: Assessing and capturing value in ecosystem's goods and services in Cook Islands
- Sub-product 2: Exploring and costing options for Ecosystem-based adaptation to Climate Change in Cook Islands

## **D-2)**

### **NBSAP Technical Working Group**

The NBSAP Technical Working Group will be an essential vehicle for ensuring that the Enabling Activity project is successful in building national capacity for biodiversity planning. The group will congregate representatives from key stakeholder institutions and national specialists. It will provide support to the project activities from beginning to end. More specifically, the Working Group (or several sub-working groups under it) will ensure the process of wide stakeholder engagement and provide technical and policy inputs to the NBSAP review process, including by providing data and information to and by commenting the key products emanating from the Enabling Activity.

Contribution to the following Outputs:

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 Cook Islands 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.

1.4 In an iterative manner, Cook Islands taps into useful information on, and participates into, global networks and initiatives on biodiversity data and indicators (such as the Biodiversity Indicators Partnership<sup>11</sup>, Global Biodiversity Information Facility<sup>12</sup> and the World Conservation Monitoring Centre<sup>13</sup>, the Global Environment Outlook portal<sup>14</sup>, among other relevant ones).

2.1 A National Biodiversity Strategy and Action Plan (NBSAP) for Cook Islands anchored into national development frameworks, is updated, in a manner that is participative, widely disseminated and 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.

2.2 The updated and fully endorsed NBSAPs for Cook Islands are submitted to the CBD preferably within the deadline set by the COP, incorporating recommendations of the following strategic studies:

- Integrating the challenges to Protected Areas in the 21st Century into the NBSAP and the national implementation of the CBD's Programme of Work on Protected Areas (PoWPA)
- The Economics of Ecosystems and Biodiversity (TEEB) developed for assessing and capturing value in ecosystems' goods and services in Cook Islands

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<sup>11</sup> [www.bipindicators.net](http://www.bipindicators.net)

<sup>12</sup> [www.gbif.org](http://www.gbif.org)

<sup>13</sup> [www.unep-wcmc.org](http://www.unep-wcmc.org)

<sup>14</sup> [geodata.rcap.unep.org](http://geodata.rcap.unep.org)

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.

*Iterative and collective contributions to the following deliverables:*

- Brief Review of the Biodiversity Planning Process in Cook Islands
- Biodiversity Targets for Cook Islands: As part of national efforts to implement the CBD's Strategic Plan for 2011-2020
- Cook Islands Second National Biodiversity Strategy and Action Plan for Cook Islands
- Sub-product 1: Assessing and capturing value in ecosystem's goods and services in Cook Islands
- Sub-product 2: Exploring and costing options for Ecosystem-based adaptation to Climate Change in Cook Islands
- Set of 'straight-forward' and feasible NBSAP implementation plans, which ensure the effective implementation of the Action Plan contained in the NBSAP

## ANNEX E. TECHNICAL ASSISTANCE SERVICE PROVISION: TOR FOR LAUNCHING A REQUEST FOR QUOTES

<i>Block of Services (A) Environmental economics, finance and biodiversity mainstreaming</i>	Budget note “g”	Available budget \$19.5K*
<i>Block of Services (B) Capacity needs assessment for biodiversity management</i>	Budget note “h”	Available budget \$20K*

\* Budget and TOR may be revised to accommodate for the scope of tasks and more realistic costing, to be assessed at project inception phase

The complete **Requests for proposal** prepared by UNDP normally have the following structure:

- i. Instructions to Offerors
- ii. General Conditions of Contract
- iii. Terms of Reference (TOR)
- iv. Proposal Submission Form
- v. Price Schedule

In this annex, **only the TOR are described**. The remainder of the chapters of the Requests for proposal will be completed before launching the tenders and after due validation by UNDP.

The complete TOR for Requests for proposal will include the following headings (Sections):

- (1) Summary and Background
- (2) Objective of the Consultancy
- (3) Scope of Work
- (4) Expected Results
- (5) Duty station
- (6) Requirements to the documents
- (7) Responsibility
- (8) Qualification requirements
- (9) Available information
- (10) Selection Process

### TOR for the RFP

#### **Technical Support Services for National Biodiversity Target-setting and the development of the NBSAP and related products in the Cook Islands**

#### **(1) Summary and Background**

Cook Islands is in the process of implementing a GEF biodiversity planning project whose objective is to integrate the country'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.

The following key outcomes are sought as part of the project:

- 1) A participative stocktaking exercise on biodiversity planning takes place and national biodiversity targets are developed in response to the global Aichi Targets
- 2) Cook Islands' National Biodiversity Strategy and Action Plan (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
- 3) National frameworks for resource mobilization, Convention reporting and exchange mechanisms, including the Clearing House Mechanism (CHM) of the CBD, are established and strengthened



The ultimate goal of the project is to build national capacity within the topic of biodiversity planning. This implies procuring knowledge and capacity building services that are usually not available in the country, due to the specificity of the topics at hand and the technical requirements.

Hence, an international **RFP** should be launched in view of having services rendered by a group of specialized consultants within the following areas of expertise:

- (A) Environmental economics, finance and biodiversity mainstreaming
- (B) Capacity needs assessment for biodiversity management

Services may combine national and international expertise and quotes for qualified companies should be presented as a package of services, including honoraries, travel expenses and admin costs.

*[ - More on 'Background' can be added when composing the final documentation for the Request for RFP ]*

## **(2) Objective**

Provide knowledge and capacity building services to the government of Cook Islands, as well as to other key stakeholder involved in the implementation of the Biodiversity Enabling Activities Project, with the following specific sub-objectives:

- (A) The Environmental Economist & Finance Specialist will be carrying out the tasks under two sub-activities:
  - i) Assessing and integrating ecosystem services through economic valuation (under Component 2), and ii) the mobilization of financing for the implementation of the Action Plan of the NBSAP and in raising awareness among key stakeholders on the NBSAP (under Component 3).
- (B) To objectively reveal Cook Islands' capacity to effectively implement the obligations deriving from the ratification and accession of the UN Convention on Biological Diversity.

## **(4) Scope of Work**

### *Block of Services (A) Environmental economics, finance and biodiversity mainstreaming*

- Identify and assess the full range of values of key ecosystem services within Cook Islands, based on existing local, national, regional and global studies on the value of ecosystems and biodiversity, including: the valuation of protected areas, any other national ecosystem services studies that have been conducted (e.g. water, carbon), and existing global and regional maps and overlays of key ecosystem services.
- Identify the implications of these services for different stakeholder groups within the country, including those who benefit from, and pay for, the maintenance of these ecosystem services, and those that degrade ecosystems through unsustainable use.
- Estimate and demonstrate the value of key ecosystem services (using methods appropriate to each service), including the value of the ecosystem service in contributing to climate resilience, adaptation and mitigation; reducing poverty, and sustaining livelihoods.
- Where appropriate, assist in identifying potential means of capturing the value of targeted ecosystem services including through policies such as payments for ecosystem services and other positive incentives.
- Identify priority Biodiversity investment needs and opportunities based on the NBSAP.
- Analyse internal sources of finance for action in the NBSAP including i) the national budget cycle and the allocation to public administrations (ministries), ii) the budget of local governments, iii) national funds to support local development, and iv) fiscal and economic instruments.
- Analyse external sources of finance for actions in the NBSAP including i) bilateral sources, ii) multilateral sources, iii) regional development banks, iv) international foundations and non-governmental organisations (NGOs)
- Analyse innovative sources of finance for actions in the NBSAP, especially fiscal measures related to: i) tourism and infrastructure development (to encourage the mainstreaming of biodiversity into their operations, ii) bank loans for investment projects. NBSAP Integrated Financing Action Plan summarizing concrete activities required to mobilise BD finance for the 10-year period of the implementation of the NBSAP.

#### *Block of Services (B) Capacity needs assessment for biodiversity management*

- Assess extent of role clarity and the level of implementation and enforcement of the CBD and its CoP guidance across all primary and secondary stakeholders in central government.
- Determine the level of willingness to take responsibility and provide leadership in ensuring relevant CBD obligations and activities are fulfilled.
- Assess whether the identified primary and secondary duty bearers have the necessary human resources to meet the specific obligations.
- Assess the pattern and efficacy of participation at regional technical committees and COP meetings.
- Based on international best practice, recommend the most suitable institutional and/or accountability structure for the effective implementation and coordination of the CBD.
- Identify and prioritize the capacity development needs required to effectively implement CBD obligations at all levels within central government.
- Generate recommendations for capacity enhancement at all levels.
- Generate recommendations to enable rationalization of capacity and efficient resource allocation during implementation
- Develop a comprehensive Capacity Development Programme and Training Action Plan for effective implementation and coordination of CBD at the municipal and central government levels.

The above services, including blocks A and B, comprise a minimum of 20 persons-week in total. This is but indicative. Each bidder will need to indicate the number of days of service the company can offer based on the scope of the consultancy.

Service providers will work together with the team of national and international consultants for the project in Cook Islands, in particular, the Project Coordinator, who will play a leading role vis-a-vis project activities, in collaboration with the UNDP Programme Officer, the Project Director and the International NBSAP Lead Consultant.

#### **(4) Expected Results**

*[The Project Coordinator in collaboration with the UNDP Programme Officer, and the Project Director will elaborate more and finalise the expected results when composing the Request for Quotes' documentation]*

*Contribution to the following deliverables:*

- Brief Review of the Biodiversity Planning Process in Cook Islands
- Cook Islands Second National Biodiversity Strategy and Action Plan for Cook Islands
- Sub-product 1: Assessing and capturing value in ecosystem's goods and services in Cook Islands
- Sub-product 2: Exploring and costing options for Ecosystem-based adaptation to Climate Change in Cook Islands
- Set of 'straight-forward' and feasible NBSAP implementation plans, which ensure the effective implementation of the Action Plan contained in the NBSAP

*– Number of minimum mission days and schedule of payment to be completed when composing the final documentation for the Request for Quotes –*

#### **(5) Duty station:**

- Avarua, Cook Islands, for the mission part\*
- Home based, for the completion of certain reports

\*Note: all travel expenses should be included into the breakdown of contract total amount by submission of financial proposal.

#### **(6) Requirements to the documents**

- Draft and final documents should be submitted in English in MS Word (2007 or later).
- Presentational documents should be prepared in Power Point.

*– May be complemented when composing the final documentation for the Request for RFP–*

**(7) Responsibility**

- Agrees the above results with UNDP (in consultation with the Project Coordinator), under the guidance from the International NBSAP Lead Consultant;
- Ensures timely and quality execution of the Terms of Reference;
- Ensures unconditional implementation of requirements of the contract

**(8) Qualification requirements**

- As minimum 5 years of work experience (preferably more, given the complexity of the services in question) in the relevant field for the two blocks of services (or combines the required expertise in the presentation of individual consultants' profiles): (a) environmental or natural science; (b) economics, with focus on environmental finance; (c) national biodiversity valuation studies, payment for ecosystem services, sectoral mainstreaming of biodiversity; (d) policy development, national accounting practices and methods; (e) human resource management or public administration.
- Valid certificates and licenses for consulting services in the field of biodiversity and or development.
- Available qualified personnel with university degrees in the required fields.
- Outline of proposed approaches for the two blocks of services
- List of rendered consulting services for the past 3 years.
- Ability to submit the 2 reference letters confirming the successfully rendered services for the last 2 years.
- Ability to write hold the trainings in English is a requirement.

**(9) Available information:**

Complete Project Document for the UNDP/GEF PIMS 4870 “National Biodiversity Planning to Support the implementation of the CBD 2011-2020 Strategic Plan in the Cook Islands”

*– Relevant hyperlink to the project document to be added when composing the final documentation for the Request for RFP –*

**(10) Selection Process**

The selection of the company will follow an open competitive process in line with UNDP procurement standards. The successful company would be required to enter into a standard UNDP Institutional Contract. The contract will be awarded according to the cumulative analysis scheme: proposal with the overall highest score after adding the score of the technical proposal and the financial proposal, the winning service provider will be chosen.