



REQUEST FOR BIODIVERSITY ENABLING ACTIVITY

PROPOSAL FOR FUNDING UNDER THE GEF TRUST FUND

PART I: PROJECT IDENTIFIERS

EA Title:	National Biodiversity Planning for Support in Implementing the CBD Strategic Plan 2011-2020 (Republic of Cuba)		
Countries	Republic of Cuba	GEF Project ID:	t.b.d.
GEF Agency(ies):	UNDP	GEF Agency Project ID:	4799
Other implementing partners:	Ministry of Science, Technology and the Environment (CITMA); Environmental Agency (AMA); Ecology and Systematics Institute (IES)	Submission date:	
GEF Focal Area(s):	Biodiversity	Project duration (months)	30
Check if applicable:	NCSA <input type="checkbox"/> NAPA <input type="checkbox"/>	Agency fees (\$):	\$22,000

A. EA LOGICAL FRAMEWORK

EA Objective: To integrate the obligations of the Republic of Cuba under the Convention on Biological Diversity (CBD) into its national development and sectoral planning frameworks, through a renewed and participatory 'biodiversity planning' and strategizing process, in a manner that is in line with the global guideline contained in the CBD Strategic Plan for 2011-2020.

EA Component	Grant Type	Expected Outcomes	Expected Outputs	Grant Amount (\$)	Confirmed Co-financing (\$)
1) Stocktaking of actions and setting up of national targets	TA	<ul style="list-style-type: none"> - By end of 2012, a multi-sectoral/multi-stakeholder working group is established and it completes the stock-taking exercise. - By 2012, national targets in response to the global Aichi Targets are developed. 	<ol style="list-style-type: none"> 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, the national biodiversity targets are developed in a manner that is attuned to the reality of the Republic of Cuba. 1.3. Achievement of the national targets in line with the global Aichi targets is duly monitored throughout the project duration and beyond and this is reported upon to the CBD through national reports and other means. 1.4. The Republic of Cuba makes use of relevant information and participates in global initiatives and networks on biodiversity data and indicators in conformity with the national priorities that have been identified. 	44,600	47,493

EA Component	Grant Type	Expected Outcomes	Expected Outputs	Grant Amount (\$)	Confirmed Co-financing (\$)
2. NBSAP update	TA	- By early 2014, Cuba's NBSAP is fully updated, it is in line with the guidance in the CBD Strategic Plan (2011-2020) and has been submitted to the CBD COP	2.1. The National Biodiversity Strategy and Action Plan (NBSAP) of the Republic of Cuba, is anchored in the national logical framework, and is developed, revised and updated on a participatory basis, and includes new aspects of the CBD Strategic Plan, such as (i) integration and mainstreaming of the value of biodiversity; (ii) assessment of goods and services of ecosystems and (iii) incorporation of challenges and opportunities connected with ecosystem-based adaptation and resilience. 2.2. The NBSAP of the Republic of Cuba is completely updated/ adopted and submitted to the CBD, preferably within the deadline set by the COP.	84,500	110,128
3. NBSAP national logical framework for CBD implementation, submission & exchange mechanism	TA	- By 2013, complete the updating and improvement of national clearinghouse mechanisms - By 2014, complete plan for implementing the NBSAP, including capacity, technology and finance needs assessment	3.1. The national logical framework for NBSAP implementation is established and includes: (i) institutional leadership established and strategic partnerships set up (both national and international); (ii) a costed and priority Plan of Action added to the NBSAP; (iii) a technological capacity and resource needs assessment put in place; (iv) a resource mobilization strategy for NBSAP implementation produced, including an initial assessment on existing funding for biodiversity. 3.2. An effective, easy-to-use, easily updated CHM website developed, linked to the CHM global networks of the CBD and oriented towards other biodiversity information-knowledge exchange networks. 3.3. The Republic of Cuba complies with the CBD monitoring obligations in a timely fashion including: the 5 th CBD National Report delivered on 31 March 2014.	73,200	67,729
Subtotal				202,300	225,350
EA Management Cost¹				17,700	20,250
Total EA Cost				220,000	245,600

^a List the \$ by EA components.

¹ 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.

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

Sources of Co-financing	Name of Co-financier	Type of Co-financing	Amount (\$)
National Government	Ministry of Science, Technology and the Environment (CITMA)	In-kind	65,000
National Government	Ministry of Science, Technology and the Environment (CITMA)	Grant	50,000
National Government	Environmental Agency (AMA)	In-kind	57,000
National Government	Environmental Agency (AMA)	Grant	40,000
National Government	Ecology and Systematics Institute (IES)	In-kind	12,000
National Government	Ecology and Systematics Institute (IES)	Grant	9,000
GEF Agency	UNDP Cuba CO	In-kind	12,600
Total Co-financing			245,600

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	Republic of Cuba	220,000	22,000	242,000
Total Grant Resources						

D. EA MANAGEMENT COSTS

Cost Items	[GEF only] Total Estimated Person Weeks/Months	Grant Amount (\$)	Co-financing (\$)	EA Total (\$)
Local consultants*	0	0	0	0
International consultants*	0	0	0	0
Office facilities, ICT equipment, supplies, communications, bank charges and miscellaneous*		15,700	9,700	25,400
Travel*		0	0	0
Other: Staff time of Project Manager (at CITMA) plus of other managerial staff in AMA and IES		0	10,550	10,550
Other: Project audit		2,000	0	2,000
Total		17,700	20,250	37,950

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

ADDITIONAL INFORMATION FOR TABLE D, IF APPLICABLE:

If the costs for office facilities, equipment, vehicles and communications, as well as travel, are applying for GEF funding, please provide rationale here:

Management costs for this project will be shared among GEF funds, UNDP and the government. Refer to the Total Workplan and Budget for details on these for GEF and UNDP funds.

The bulk of GEF's portion of project management costs will go to equipping and maintaining the project office plus the project audit (\$16,300), costs that will be used directly to the operational management of the project.

A number of expenses related to the actual execution of the project on the ground will be covered by the Ministry of Science, Technology and the Environment (CITMA), the Environmental Agency (AMA) and the Ecology and Systematics Institute (IES). These costs, which include office facilities, equipment, vehicles and communications, have been estimated at approximately \$9,700. In addition, managerial and technical staff time from these three entities, including that of the project

Manager, has been estimated at \$20,550 for the duration of the project. This will ensure government engagement in the organization in Project Board meetings, project reporting, workplan approvals, signing off on delivery reports, and reviewing monitoring reports, including the simplified PIR.

PART II: RATIONALE OF THE ENABLING ACTIVITY (EA)

A. BACKGROUND AND CONTEXT OF THE ENABLING ACTIVITY (Brief information on the projects implemented since the country became a party to the Convention and achievements made)

The Republic of Cuba has a surface area of 109,886 sq. km., composed of the Island of Cuba, the Isle of Youth and over 1,600 islets and keys grouped into the Archipelagos of Los Colorados, Sabana-Camagüey, Jardines de la Reina and Jardines del Rey. It is 140 km away from The Bahamas, 180 km. from Florida, 210 km from Cancún, 77 km from Haiti and 146 km from Jamaica.



The most outstanding mountain ranges are Guaniguanico in the west; Guamuhaya in the central region; and the Nipe-Sagua-Baracoa and Sierra Maestra range of mountains in the east, where the country's highest peak is located: Pico Real del Turquino, at 1,974 m above sea level. As for river basins, they generally run off from the island's central watershed towards the coastline, the following being the deepest and longest running (of national interest): Cuyaguajeje, Ariguabanabo, Almendares-Vento, Hanabanilla, Zaza, Cauto, Mayarí, Toa, Guantánamo-Guaso and Ciénaga de Zapata (marshland).



According to the National Meteorological Institute (INSMET), 2011 (www.insmet.cu), the predominant climate in most of Cuba is the warm tropical type, with a rainy season in the summer and a maritime influence and semi-continental traits. Other climate types can also be encountered, as in the highest areas of the major mountain ranges, or the climate found on the southern coastline of Santiago de Cuba and Guantánamo provinces, classified as tropical and relatively dry with little rain.

The annual mean values range from 24°C in the plains up to 26°C and above on the eastern coastline, with reported values lower than 20°C in the highest portions of the mountainous areas. Mean relative humidity is high, with average figures close to 80%. The wettest areas are the western and central regions, along with the main mountain ranges. Eastbound winds prevail on the archipelago. The hurricane season runs from June through November, and is a major factor to consider when addressing issues related to climate resilience.

The most outstanding productive sectors are agriculture, tourism and mining, as well as the biotech industry. Agriculture contributes less than 10 percent to Cuba's gross domestic product, but employs roughly one fifth of the working population. About 30 percent of the country's land is used for crop cultivation.

Cuba's Biodiversity

There are 7,940 known species of plants in Cuba, including 6,500 flowering plants. Plant endemism is high among coniferous (63.2%) and flowering plants (52.4%). There are 12,337 known fauna species in Cuba, including 8,317 species of insect, 1,302 of spiders and scorpions and 1,299 of molluscs. Endemism is also high in the animal kingdom: 96.7% of all amphibians, 86.7 reptiles and 75.5% of millipedes; also 17 out of 37 known species of mammal are endemic to Cuba. (Source: CeNBio, 2008).

There is a high degree of endemism of Cuba's terrestrial biodiversity, as updated in the 4th Report (2009), resulting from the geographic isolation of the Cuban archipelago, the mosaic of soils from geologic complexity and heterogeneity, and latitude and climate differences (Table 1 shows endemism distribution for plants).

Table 1. Plant endemism by selected phyto-geographic district

District by region	Total (U)	Quantity (U)	(%)
Western			
Sierra del Rosario (sierra)	312	29	9.3
Sierra de los Órganos (sierra)	249	64	25.7
Arenas Blancas, Pinar del Río	230	43	18.7
Meseta de Cajalbana (plateau)	207	45	21.7
Central			
Macizo de Guamuhaya (mountain range)	325	83	25.5
Central-eastern northern coast	237	51	21.5
Central-western plains	213	13	6.1
Central-eastern plains	231	20	8.7
Eastern			
Moa-Toa	959	327	34.1
Meseta de Nipe (plateau)	543	92	16.9
Sierra Cristal (sierra)	449	60	13.4
Alturas del Pico Turquino (heights)	399	131	32.8
Costa de Maisí-Guantánamo (coastline)	362	79	21.8
Santa Catalina	341	54	15.8

Source: CeNBio, 2008.

Cuban fauna is characterized by a prevalence of flying species over land species, the absence of megafauna (large carnivore and herbivore species) and the presence of dwarfism (species classed as the smallest in their groups, as is the case of amphibians and birds). Cuban fauna is mostly insular, showing close affinity with other islands in the Greater Antilles and northern Central America. Other groups resemble species from northern South America and North America.

According to Claro, R. (ed.), 2007, marine flora and fauna is the most diverse in the entire Caribbean region, due in part to the relatively broad seabed, which enables high recruitment of species, and to the settlement of oceanic larvae from faraway regions.

The number of known marine species is lower than that of land species, while taxonomic diversity is larger; marine invertebrates registered in Cuba number over 5,700 species, with chordates amounting to more than 1,060 (mainly fish). Taking microorganisms and marine flora into consideration as well, there are more than 7,650 species.

Institution responsible for managing biodiversity and related laws and policies

The main vehicle for the conservation of Cuba's biodiversity has been the National System of Protected Areas (SNAP) of the Republic of Cuba, whose objective is to guarantee the conservation and sustainable use of the country's biological diversity in line with the National Environmental Strategy (EAN) 2007-2010, the NBSAP (2002-2006 and 2006-2010) and the CBD targets.

In addition, numerous laws and policies pertain to biodiversity management outside of protected areas. The antecedents to the Cuban environmental policy on natural resource management, conservation and sustainable use date back to the constitution of the Cuban Academy of Sciences in 1960, which systematized basic studies and laid the foundation of a policy on natural resource management. The first reflection of the Cuban government's environmental policy is to be found in Law No. 33 on the Environment and Natural Resources enacted in 1981, which laid the foundation for country environmental policy that was enforced through the constitution of the National Commission for Environment and Natural Resources.

The Government of Cuba published its National Programme on Environment and Development in 1993, as a national adoption of Agenda 21. Territorial plans in each province were further developed. As a significant step in the reorganization of the

Government institutions, in 1994, the Ministry of Science, Technology and Environment (CITMA) was created. Later on, in 1997, the Cuban Government approved the National Environmental Strategy, and Territorial and Sectoral Strategies were developed. All these documents identified the need for capacity building as a key element for their implementation.

The Law of the Environment No.81, adopted by the National Parliament in 1997, provides the legal framework and the mechanism to protect the environment, as well as for the planning of environmental management, coordinating the inter-relations of environmental issues, and ensuring the proper implementation of governmental policies and the enforcement of provisions required for the protection of human health and the environment.

The Cuban environmental policy is enforced through the following instruments:

- The National Environmental Strategy, Sectoral and Territorial Strategies, and other programmes, plans and projects for economic and social development
- Law No 81, its complementary legislation and other legal regulation intended to protect the environment, including technical standards regarding environmental protection
- Environmental Demarcation
- Environmental Licensing
- Environmental Impact Assessment
- Environmental Information System
- State Environmental Inspection System
- Environmental Education
- Scientific Research and Technological Innovation
- Economic Regulation
- National Fund for the Environment
- Regimes of Management, Civil and Criminal Responsibilities

The Protected Area System

In 2008, the SNAP was both revised and updated in order to design the System's Plan for 2009-2013. As a result, 253 protected areas were identified. Of those, 91 are Nationally Important and 162 are Locally Important. The surface taken up by the 253 SNAP areas identified accounts for 19.95% of the national territory, including the island's seabed. Out of the total land surface, 16.85% is under the protected area system, while 24.81% of the seabed is also protected. Of the identified areas, 80 protected areas have been legally adopted, all relying on operational and management plans. The surface taken up by the 80 SNAP areas legally adopted accounts for 13.68% of the national territory, including the seabed. Of the total land surface, 13.3% of the territory is covered by the protected area regime. In the case of the seabed, 14.29% of its surface area is protected.

Table 3. Major threats to Cuban biodiversity

Summary of Direct Threats to Biodiversity	
<i>Major threats identified in the 4th Report to the CBD COP</i>	<i>Related causes</i>
Habitat fragmentation and degradation	Accelerated and unchecked development of tourism, mining, civil construction and urban development, agriculture, fishing, hunting and illegal tree cutting. Because of this, mid to high fragmentation prevails on the vegetation cover, with vegetation fragments of up to 100 sq. km. Current work focuses on identifying the fragmentation of reefs and other marine and coastal ecosystems.
Invasive alien species	Invasive alien species are displacing the species inherently found in ecosystems, thus causing the loss of structural and functional biodiversity. The national inventory of invasive alien species and its relevant databases are currently in preparation, while an assessment is being made on land, marine and coastal ecosystems with the highest degree of infestation – following standardized methodological guidelines for management and control.
Climate change	Climate change has, and will continue to have, major impacts on biodiversity. The following was assessed as vulnerable and highly sensitive to the impacts of climate change: ecologically sensitive areas; coastal regions due to the impacts associated with the increase in sea level across six bio-geographic districts in Cuba's eastern region. An assessment was made on the combined effect of increased aridity and sea level rise on semi-deciduous forests. Also assessed was the possible effect on four elements of Cuban marine and coastal biodiversity: coral reefs, marine grass, <i>Panulirus argus</i> (lobster) and the land-sea connection in Cuba's southwestern region. It has been emphasized that sea level rise, salinity, aridity, hurricane intensity and the largest concentration of CO ₂ from the atmosphere can bring about the loss of forest surface area, increased risk of fires and degraded biodiversity.

Related biodiversity planning processes

Regarding national and international financial support for Cuba's compliance with the Convention commitments, two processes were completed with GEF/UNEP/CITMA funding: "National Study on Biodiversity in the Republic of Cuba" (1998) and the "National Biodiversity Strategy and Action Plan of the Republic of Cuba" (2002).

As of the 2006 GEF/UNEP/CITMA project entitled "Enabling Activities Necessary for Biodiversity, CHM Inception and Drafting of the 2nd National Report", the main problems in the field of monitoring were identified, with emphasis on Taxonomy, Agro-Biodiversity and Incentive-Based Tourism. The Cuban Clearing-House Mechanism (CHM) was also developed; and it has been collecting and updating the data provided by the national and territorial institutions that study or manage biodiversity.

Also with GEF, UNEP, UNDP and CITMA support, the 1st, 2nd, 3rd and 4th National Reports were submitted to the Convention on Biological Diversity (CBD). The 2nd Country Report on the Phyto-Genetic Resources of Agricultural Diversity (2007) was also completed and submitted to FAO.

In addition, the following UNDP/GEF projects focused on biodiversity management and conservation:

- UNDP/GEF #2633: *Mainstreaming and Sustaining Biodiversity Conservation in Three Productive Sectors of the Sabana Camaguey Ecosystem* – This ongoing project aims to promote operational changes within the tourism, fisheries and agriculture sectors to ensure mainstreaming of biodiversity conservation across the sea and landscape that make up 80% of the archipelago.
- UNDP/GEF #3607: *Application of a Regional Approach to the Management of Marine and Coastal Protected Areas in Cuba's Southern Archipelagos* – this ongoing project aims to conserve and sustainably use globally significant marine biodiversity through an extended, strengthened and integrated network of coastal and marine protected areas in the Southern Archipelagos region.
- UNDP/GEF #3578: *Capacity Building for Planning, Decision Making and Regulatory Systems & Awareness Building/Sustainable Land Management in Severely Degraded Ecosystems* – This project aims to create capacities and awareness for planning, decision making and regulation, necessary for the application of sustainable land management in Cuba.
- GEF #4158: *Agricultural Biodiversity Conservation and Man and Biosphere Reserves in Cuba: Bridging Managed and Natural Landscapes* – This project aims to mainstream agricultural biodiversity into the management of the Cuban MaB Reserve System.
- UNDP/GEF #4846: *A Landscape Approach to the Conservation of Threatened Mountain Ecosystems* – This project aims to ensure that biodiversity is effectively buffered from current and future threats across mountain landscapes, from the foothills to the mountain ridges.
- UNDP/GEF #3955: *Enhancing the Prevention, Control and Management of Invasive Alien Species in Vulnerable Ecosystems* – This project aims to safeguard globally-significant biodiversity in vulnerable ecosystems by building capacity at the systemic level to prevent, detect, control, and manage the spread of Invasive Alien Species (IAS) in Cuba.

Barriers to implementing the CBD Strategic Plan

The National Capacity Self-Assessment report for Cuba identifies some key barriers to implementing the various Conventions, and these would equally apply to barriers to implementing the CBD Strategic Plan, including:

- *Insufficient financial resources to implement previous plans* – underfunding for the implementation of biodiversity plans has been a chronic problem in Cuba. Developing a robust plan that focuses on mobilizing adequate resources to implement the NBSAP will be a key prerequisite for success in the execution of the action plan.
- *Outdated means of managing information* – this includes equipment, software and data management capacity as well as basic transportation infrastructure. This severely limits Cuba's ability to make full use of the data that it does have, and limits the ability to establish a long-term monitoring baseline.
- *Insufficient integration and mainstreaming of biodiversity issues in other sectors* – the lack of integration and mainstreaming of biodiversity in key production sectors has been a weaknesses since the first National Biodiversity Strategies and Action Plan was written. Challenges include outdated legislation and inadequate policies to foster

sectoral integration and mainstreaming and the fragmentation of government departments and jurisdictions.

- *Science-policy interface* - Currently there is a lack of interface for sound science to guide policy-making; this can be attributed to lack of proper institutional framework and baseline scientific information on biodiversity. Furthermore, the pool of expertise in the field of biodiversity needs to be increased and be given adequate technical capacity and resources to enhance research.

National Reporting to CBD:

1) National Reporting to CBD			
Reports	Date of Submission to CBD Secretariat	Current Status*	Comments
National Biodiversity Strategy and Action Plan (NBSAP)	1998 (released 2002)	http://www.cbd.int/doc/world/cu/cu-nbsap-01-p01-es.pdf http://www.cbd.int/doc/world/cu/cu-nbsap-01-p02-es.pdf http://www.cbd.int/doc/world/cu/cu-nbsap-01-p03-es.pdf http://www.cbd.int/doc/world/cu/cu-nbsap-01-p04-es.pdf http://www.cbd.int/doc/world/cu/cu-nbsap-01-p05-es.pdf	
National Biodiversity Strategy and Action Plan (v.2)	2008	http://www.cbd.int/doc/world/cu/cu-nbsap-v2-es.pdf	
Revision of NBSAP			
1 st National Report	1996	http://www.cbd.int/doc/world/cu/cu-nr-01-es.pdf	
2 nd National Report	2001	http://www.cbd.int/doc/world/cu/cu-nr-02-es.pdf	
3 rd National Report	2006	http://www.cbd.int/doc/world/cu/cu-nr-03-es.pdf	
4 th National Report	16 March 2009	https://www.cbd.int/countries/?country=cu	
2) Capacity Needs Assessments carried out YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>			
Start Date (dd-mm-yy): 1998		End Date (dd-mm-yy): on going	
Please list all of the CBD Programme of Work and cross-cutting themes that were addressed in the Biodiversity Enabling Activities Capacity Needs Assessments:		Dates	
▪ "Development of capacities to address biological diversity, participation in CHM and preparation of Second National Report". Final report of GEF/UNEP.		2009	
▪ Elaboration of the IV Report to COP. GEP/UNEP Project.		2010	
▪ Country Partnership Program. OP 15 on Sustainable land management. GEF/UNDP Project.		On going	
▪ Participation in GEF/UNEP Regional Project "Regional ABS: Consolidation of implementation of access regimes to Genetic Resources and Benefit sharing within Latin America and the Caribbean"		On going	
▪ Other projects with GEF/UNDP financing. Identified in Component 3.		On going	
▪ Thematic Assessment and Cross-Cutting Report Implementation of United Nations Convention of Biological Diversity, Framework Convention on Climate Change, Convention to Combat Desertification in Malaysia		2007-2008	
Under the 3 rd National Report to the CBD:		2006	
▪ Inland water system			
▪ Marine and coastal biological diversity			
▪ Forest biological diversity			
▪ Mountain biodiversity			
Under the 4 th National Report to the CBD:		2008-2009	
▪ Current status of NBSAPs			
▪ Sectoral and cross-sectoral integration and mainstreaming of biodiversity (cursory analysis)			
▪ 2010 Target			
CHM link(s):	http://www.ecosis.cu/biocuba/chm/chmcuba.htm		
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? 1 person			
How many people visited the national CHM website in the past 12 months? 122			
Note: -			

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

Baseline project: current NBSAP and the new CBD Strategic Plan

The new CBD Strategic Plan, adopted at the COP 10 in Nagoya (2010), clearly addresses the need to update the NBSAPs,

indicating under Target 17 that “by the year 2015, each Party should have developed, adopted as a political instrument and started the implementation of a national biodiversity strategy and action plan that is effective, participatory and updated.” The strategic plan also covers a range of issues that will have to be integrated into the revised NBSAP, including guidelines for the countries to be able to: a) fully engage in the assessment of biodiversity and ecosystem services, while adding these values to local and national development and to the poverty reduction strategies (Targets 1 and 2); b) increase the worldwide level of protected areas from 12% to 17% and marine areas from 6% to 10% (Target 11); c) restore and safeguard key ecosystem services, particularly those directly linked to water, health and livelihoods (Target 14); and d) strengthen ecosystem-based resilience to climate change and promote ecosystem approaches to climate change mitigation and adaptation (Target 15).

The most recent NBSAP for the Republic of Cuba (version 2) was completed in 2006. This NBSAP draft does not include the following elements of the Aichi targets of the CBD Strategic Plan:

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

Despite this, a number of GEF biodiversity projects were implemented with UNDP’s and UNEP’s assistance (or are currently being designed), and these projects have laid the groundwork and implementing plans to bridge these gaps. These projects are e.g. identifying the potential of ecosystem services as part of strategizing food security plans, generating incentives and removing harmful subsidies, or reducing ecosystem vulnerability in productive landscapes following its restoration/rehabilitation, safeguarding ecosystem services and increasing resilience to climate change and to extreme climatic phenomena. Also important in this regard are ongoing projects to improve the prevention, control and management of invasive alien species, as well as the strengthening of the National System of Protected Areas with emphasis on marine and coastal areas, thus increasing conservation outcomes and reducing ecosystem fragmentation.

Rationale and Proposed Response: The new generation of BD EA. This project seeks to fully incorporate the above issues into the NBSAP. This “new generation” of NBSAPs will be instrumental in setting a regional standard of excellence, paving the way for a national path towards the Aichi targets. Special emphasis will be placed on integrating biodiversity into development plans, adding protected area networks and sustainable production systems to the ecosystem plans for climate change adaptation and resilience, while generating sustainable financing for biodiversity preservation through a thorough assessment 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 Objective of the project is:

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

This will be achieved through the following Outcomes:

- Outcome 1 – A participative stocktaking exercise on biodiversity planning takes place and national biodiversity targets are developed in response to the global Aichi Targets

- Outcome 2 – The NBSAP is revised/updated and it fully integrates new aspects of the CBD strategic plan, such as mainstreaming and anchoring the implementation of the plan into national development frameworks, valuing ecosystem services and promoting ecosystem-based adaptation and resilience
- Outcome 3 – National frameworks for resource mobilization, Convention reporting and exchange mechanisms are established and strengthened

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

How the project plans to build national capacity

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

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

The approach to building national capacity in this proposal follows the guidance from the *GEF Strategic Approach to Enhance Capacity Building* (2003)² under the GEF’s cross-agency Capacity Development Initiative. Three levels of capacity were identified: individual, organizational and systemic. Quoting from a recent GEF publication on the theme of capacity (GEF 2010)³:

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

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

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

In this light, this project will build national capacity in the Republic of Cuba in the following manner:

Individual	Much of the work under this project will be carried out through working groups. This is an ideal forum for imparting knowledge among different individuals involved in biodiversity planning and in environmental matters in the Republic of Cuba. This approach ensures that national and international consultants, technical experts and advisors, stakeholders and government staff collaborate in a shared learning process.
Organizational	<p>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 for maintaining the CHM interesting and up to date. This implies strengthening the institutional capacity for eventually achieving this with some initial external assistance. This will be availed through the project. In particular, the following activities are specially targeted at building organizational capacity:</p> <ul style="list-style-type: none"> ▪ Taking stock of the NBSAP and identifying barriers to its implementation ▪ Setting targets and priorities ▪ Developing implementation plans for the revised NBSAP ▪ Assessing and strengthening capacity needs ▪ Developing clearing-house mechanisms ▪ Developing a permanent framework for reporting to the CBD

² GEF, 2003: “Strategic Approach to Enhance Capacity Building”. Global Environment Facility. See also: GEF Evaluation Office, 2006: “Evaluation of GEF Capacity Development Activities. Approach Paper”. GEF EO.

³ GEF Capacity Development Initiative, Global Support Programme for National Capacity Self-Assessment, 2010: “Monitoring Guidelines of Capacity Development in GEF Operations”.

Systemic	<p>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. The knowledge developed through these activities will become part of the Republic of Cuba's 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:</p> <ul style="list-style-type: none"> ▪ Assessing and integrating ecosystem services through economic valuation ▪ Mainstreaming biodiversity into development policies, plans and practices, into sectoral plans and strategies, and into national accounting frameworks ▪ Incorporating climate change issues into the NBSAP, including the incorporation of challenges and opportunities linked to ecosystem-based adaptation and mitigation and ecosystem resilience ▪ Integrating the NBSAP implementation plan with the CBD Programme of Work on Protected Areas implementation plan ▪ Securing sustainable finance for NBSAP implementation ▪ Monitoring and reporting on the status of biodiversity under climate change scenarios
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C. DESCRIBE ENABLING ACTIVITY AND THE INSTITUTIONAL FRAMEWORK FOR PROJECT IMPLEMENTATION (discuss the work to be done and the expected outcomes for each activity as presented in Table A)

Detailed activity description by project component/outcome

The description below has been arranged into five modules (I-V), following GEF's guideline, but for the sake of brevity these have been grouped into three components/outcomes mentioned above. The modules are as follows:

Component	Module Scheme for NBSAP revision and related activities	Indicative percentage of total GEF funding in the proposal
1	I. Preparation	22%
	II. Setting national targets, principles, & main priorities of the strategy	
2	III. Strategy and action plan development	42%
3	IV. Development of Implementation plans and related activities	36%
	V. Institutional, monitoring, reporting and exchange	

Component 1. Stocktaking of actions and setting up of national targets

I. Preparing for an NBSAP review

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, the national biodiversity targets are developed in a manner that is attuned to the reality of the Republic of Cuba.
- 1.3 Achievement of the national targets in line with the global Aichi targets is duly monitored throughout the project duration and beyond and this is reported upon to the CBD through national reports and other means.
- 1.4 The Republic of Cuba makes use of relevant information and participates in global initiatives and networks on biodiversity data and indicators in conformity with the national priorities that have been identified.

Key Outcomes:

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

Key Products or publications resulting from activities:

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

Key Activities (I-II):**I. Preparing for the NBSAP revision**

- Process of stocktaking of NBSAP actions and identifying barriers to implementation:

A participatory review will be made of the existing strategies, plans, policies and practices, as well as on the effectiveness of ongoing actions, based on the threats identified in the IV Report to the COP and in other ongoing strategic exercises in the country, emphasizing emerging issues such as the assessment of ecosystem services, ecosystem resilience as the basis for decreasing their vulnerability and the need for increased connectedness between protected areas and fragments of natural vegetation through productive landscapes. Other issues include the Access to Genetic Resources and Sharing of Benefits arising from their utilization and related traditional knowledge. Also important will be the outcomes of ongoing projects, albeit partial, as is the case of control plans for invading and invasive species.

- Stakeholder consultation and participation:

The country will utilize its existing experience for participatory consultations at the national, territorial and local levels with all sectors of society in terms of drafting plans for biodiversity preservation and sustainable use – calling upon key stakeholders who represent those who use, protect, control and study biodiversity. This should be inclusive of productive sectors, such as agriculture, water management, tourism, mining, the pharmaceutical industry and others of national or local note. Universities, research centers, Ministerial bodies and other policy-making institutions will be also be called upon. Such consultations will be targeted at the State and private sectors, with a gender-based approach.

II. Setting targets

- Setting targets and priorities:

This activity will focus on setting specific, measurable, achievable goals with a given deadline for NBSAPS, based on Aichi global targets, including goals for ecosystem restoration, coverage of protected areas, general loss of biodiversity and other issues contained in the Strategic Plan. This activity, linked to the setting up of priorities of various NBSAP issues, will be completed by the COP 11.

Component 2. NBSAP update**Key Outputs expected under this component includes the following:**

- 2.1. The National Biodiversity Strategy and Action Plan (NBSAP) of the Republic of Cuba, is anchored in the national logical framework, and is developed, revised and updated on a participatory basis, and includes new aspects of the CBD Strategic Plan, such as (i) integration and mainstreaming of the value of biodiversity; (ii) assessment of goods and services of ecosystems and (iii) incorporation of challenges and opportunities connected with ecosystem-based adaptation and resilience.
- 2.2. The NBSAP of the Republic of Cuba is completely updated/ adopted and submitted to the CBD, preferably within the deadline set by the COP.

Key Outcome:

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

Key Products or Publications resulting from activities

- Third National Biodiversity Strategy and Action Plan for Cuba
- Sub-product 1: Study on Ecosystem Valuation in Cuba
- Sub-product 2: Study on Advances in Sectoral Mainstreaming of Biodiversity in Cuba
- Sub-product 3: Study on the Incorporation of Challenges and Opportunities linked to Ecosystem-Based Adaptation and Resilience in Cuba

Key Activity (III)

III. Developing the NBSAP

This phase will seek to achieve the following: (i) developing a strategy and related actions in order to implement the agreed targets through nationwide consultations; (ii) implementing the NBSAP for sub-national entities and local consultancies and (iii) integrating the NBSAP through sectoral consultancies, including its incorporation into the development, poverty reduction and climate change plans.

Although the project will focus on updating every NBSAP aspect, special emphasis will be placed on those aspects that are highlighted within the CBD Strategic Plan 2011-2020 and which are usually absent from the existing NBSAPs. These include the following phases:

- Assessing and integrating ecosystem services through economic valuation:

Through this activity, we will be capable of showing the benefits and values of ecosystems and biodiversity at the national level, while improving linkage ecosystems and priority sectors within the national development plans with a view to guiding resource allocation. The objective is to underscore that biodiversity not only sustains human well-being, but that it can also make a significant contribution – along with ecosystem services – to poverty reduction and economic development. Through the participation of national specialists and the support of global specialists, economic data will be collected and dealt with at the country level in order to indicate the costs and benefits of investing in biodiversity management. At the same time capacity will also be built in the country, to carry out the assessments and make significant linkages to priority economic sectors. The availability of essential data and the related analysis will enable us to “draw attention” to biodiversity and facilitate the biodiversity integration process into sectoral planning through concrete examples of biodiversity economic valuation.

 - ✓ Specific measures in this process include:
 - a. Identifying and assessing the full range of key ecosystem services in the country, based on existing local, national, regional and global studies on the value of ecosystems and biodiversity, including the valuation of protected areas, any other study conducted on ecosystem services (for example, on water, carbon), global and regional maps and the service overlaying of key ecosystems.
 - b. Identifying the implications of these services for various interest groups in the country, including those benefiting from and capable of affording maintenance of these ecosystem services and those who degrade ecosystems through non-sustainable use.
 - c. Estimating and proving the values of key ecosystem services (using appropriate methods for each service), including the value of ecosystem services to achieve climate resilience, climate change adaptation and mitigation, poverty reduction and sustainable livelihoods.
 - d. This activity also identifies the possible means of capturing the value of services, through policies such as payment for environmental services and other positive incentives.
- Mainstreaming biodiversity into policies, plans and practices and into sectoral plans and strategies: Mainstreaming has been defined as the internalization of biodiversity conservation objectives in the economic sectors and development, policies and programmes, in such a way that they should become an integral part of the operation of these sectors.⁴
 - As part of this process, we will focus on the following sectors:
 - ✓ Agriculture & livestock
 - ✓ Forestry
 - ✓ Tourism
 - ✓ Fishing
 - ✓ Mining
 - ✓ Water resources
 - The project will also focus on the following development areas/topics:
 - ✓ Use of land, including territorial development and infrastructure planning
 - ✓ Development Finance
 - ✓ Rural development and livelihoods

⁴ Petersen, C and B. Huntley. 2005. Mainstreaming Biodiversity in Productive Landscapes. Working Paper 20. Washington DC: GEF.

- ✓ Food security
- ✓ Local development and decentralization
- ✓ Gender
- ✓ Integration of climate change considerations
- ✓ Population and urban planning
- ✓ Health provision, including traditional medicine

- Specific measures in this process will be as follows:
 - Setting up of partnerships among the relevant interested parties in terms of biodiversity conservation and development issues
 - Explicit identification of interests of the main concerned parties and expected results
 - Identification of possible conflicts and remedies, while working to find mutually acceptable solutions (including the strategies that serve mutually beneficial interests) and achieving mutually beneficial results
 - Integration and institutionalization of these strategies into institutions, policies, agreements, programmes and mechanisms of each sector

- Integrating climate change issues into NBSAPs:

Previous NBSAPs did not adequately address climate change aspects. This activity will include the integration of climate change aspects into NBSAPs, including, for example:

- a) identifying, protecting and adequately managing important areas for carbon capture;
- b) updating the country's assessment and bridging ecological gaps to include the future distribution of biodiversity into climate change scenarios;
- c) evaluating climate change impact on the operation of ecosystem services, such as water;
- d) identifying important areas to improve nature's capacity to adapt to climate change, such as altitudinal gradients and conservation corridors;
- e) identifying particularly important areas for restoration in order to improve climate change adaptation and mitigation.

Component 3. National frameworks for NBSAP implementation, CBD Reports and exchange mechanisms

Key outputs expected under this component includes the following:

- 3.1. The national logical framework for NBSAP implementation is established and includes: (i) institutional leadership established and strategic partnerships set up (both national and international); (ii) a costed and priority Plan of Action added to the NBSAP; (iii) a technological capacity and resource needs assessment put in place; (iv) a resource mobilization strategy for NBSAP implementation produced, including an initial assessment on existing funding for biodiversity.
- 3.2. An effective, easy-to-use, easily updated CHM website developed, linked to the CHM global networks of the CBD and oriented towards other biodiversity information-knowledge exchange networks.
- 3.3. The Republic of Cuba complies with the CBD monitoring obligations in a timely fashion including: the 5th CBD National Report delivered on 31 March 2014.

Key Outcomes:

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

Key Products or publications (maybe combined into one):

- Set of 'straight-forward' and feasible NBSAP implementation plans, which ensure the effective implementation of the Action Plan contained in the NBSAP
- Fully functional CHM for Cuba, based on best international practice on the matter

Key Activities (IV – V)

IV. Developing implementation plans

This activity will focus on the development of a general plan for NBSAP implementation. Such plan includes the following components:

- a) Developing an overall implementation plan: the main result of this activity is a general implementation plan outlining the most important steps, the responsible parties, the costs of the main activities, the expected outcomes and a timeline.
- b) Integrating the NBSAP implementation plan with the CBD Programme of Work on Protected Areas implementation plan: This will build on the progress that Cuba has made so far in implementing the PoWPA at country level, but it will also be forward looking and point out gaps and needs.

Ensuring sustainable financing for NBSAP implementation: Article 20 of the Convention refers to 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.” Over the last few years, there has been a large proliferation of innovative biodiversity financing mechanisms, such as payments for environmental services, conservation trust funds, biodiversity and bio-financing carbon offset, among many others. We are still in the early stages of these mechanisms. This sub-activity will focus on the following:

- Identifying the existing financial gap to NBSAP implementation
 - Identifying potential revenue sources to remedy these shortcomings
 - Evaluating the feasibility of these revenue sources
 - Developing a detailed plan to access these revenue sources
- c) Assessment and capacity building needs: one of the main areas of support activities is assessing capacity building needs. COP 10 decisions demand new, ambitious positions from the countries, including the requirements for the protection and sustainable management of their land and water – in order to implement comprehensive plans that integrate climate change into land use, sectoral development plans and strategies, as well as adequate systems of policies, laws and incentives for biodiversity and climate. This activity will ensure that we outline a roadmap for specific capacity building. Based on the current capacity for needs assessment, and with the current guidance, we will identify the shortcomings and the capacity building strategies to fill those gaps.

V. Institutionalization, monitoring and reporting

- Monitoring and reporting on the status of biodiversity under climate change scenarios: To monitor and report on the status of biodiversity is a key aspect of various work programmes within the CBD. To date, the efforts to control and report on the status of biodiversity have been intermittent and do not usually take full stock of the situation and trends of biodiversity, the effective state of conservation, the contribution of ecosystem services (such as water and carbon) and the probable impacts of climate change on biodiversity and ecosystem services. Through this project, we will ensure that future surveillance and report submission on the status of biodiversity and services is broad-based and fully inclusive of climate change.
- Information exchange mechanisms (CHM and BCH): Of the 90 countries that accessed funding under the Fourth National Report joint global project (UNDP-UNEP/GEF), only 44 had national CHM sites, and of those, 25 were kept up-to-date (data from 2010). At the same time that CHMs are largely out of date, reliance on digital information has increased exponentially. The Republic of Cuba is no exception. This aspect of the project will help us develop an efficient, easy-to-use, easily updated CHM system, enabling us to share information at the national, regional and global levels. The project will also work in collaboration with the CHM of the CBD Secretariat in order to ensure that lessons and information are disseminated globally.

Regarding the BCH, Cuba did not participate in the proposed BCH I as it contemplated some investments in the implementation project of the Cartagena Protocol. However, it was included in the proposed BCH II, equally aimed at holding three national workshops only for various audiences so they know about, look up and can post information on this website. No other activities were scheduled. The BCH still needs to be further strengthened in the country.

- Development of a permanent framework for reporting to the CBD: CBD Parties undertake to submit a 5th National Report in 2014. In this draft, the Republic of Cuba will submit a Fifth National Report to cover all of the NBSAP, the major changes to the situation and trends of the status of biodiversity, as well as threats and conservation. It will also design a long-term information framework that will enable us to better follow up on changes over time.

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

The Republic of Cuba ratified the Convention on Biological Diversity in 1992 and it is still in the process of approving its participation in Nagoya Protocol. The country has made important efforts to fulfill its obligations under the CBD, as well as to implement the Convention at the national level, including several of its Work Programmes. Yet, there are gaps linked to national capacity and for which Cuba needs external assistance to address.

Part II, Section A of this proposal contains a matrix listing different reports and assessments relevant for the CBD, as well as other cross-cutting assessments and priority setting exercises. This proposal fits well with the progress presented in the mentioned matrix, including the several gaps that need to be fulfilled in connection with this progress so far.

Furthermore, this proposal is consistent with the following national plans and strategies:

- National Environmental Strategy (2011-2015)
- National Biosafety Strategy (2006)
- National Educational Strategy (2010)

Collaboration and synergies with related initiatives

The Republic of Cuba has a significant GEF portfolio of Biodiversity and related projects. The Enabling Activity Project Manager, the host institution and the UNDP Country Office will ensure that this project can benefit from technical synergies with other related initiatives. With respect to GEF projects in particular, these synergies will be created with the following projects:

- “*Mainstreaming biodiversity conservation in three productive sectors of the Sabana-Camagüey Ecosystem (ESC)*” – represented by the Sabana-Camagüey archipelago and supported by GEF/UNDP since 1992. The results will be integrated into efforts to identify and protect critical ecosystems, contributing to Target 15.
- “*Regional approach to managing protected marine and coastal areas in Cuba’s southern archipelagos*” – it follows up on the initiative entitled “Strengthening of the National System of Protected Areas,” implemented by UNDP with GEF and FFEM (1998-2010). The results of this project will contribute to Target 11 of the Aichi Targets.
- GEF/UNDP Project, *Country Partnership Programme (CPP): “Support for the National Programme to Combat Desertification and Drought”* OP15 – The Country Programme Partnership on Sustainable Land Management (OP15) intends to mitigate the causes and negative effects of soil degradation on the structure and functional integrity of ecosystems. The results will contribute to efforts on restoration of key ecosystem services.
- “*Small Grants Programme*” – The GEF/SGP falls under the global strategy of compliance with the MDGs, particularly 7 and targets 9, 10 and 11.
- GEF/UNDP Project: “*Improving prevention, control and management of invasive alien species in Cuba’s vulnerable ecosystems*” – The project’s overarching objective is to seek solutions to identify, control and monitor one of the major threats to Cuba’s biodiversity. This will contribute to achievements in Aichi Target 9.
- EC-funded project: “*Environmental Basis for Local Food Sustainability*” (BASAL) – intended to reduce the vulnerabilities of the agricultural sector to climate change. This will also help in addressing Aichi Target 4.
- GEF/UNDP “*A Landscape approach to threatened mountain ecosystems*”, PIF/PPG approved, project document currently being formulated. This will assist in achieving Target 5 on reducing the rate of loss, particularly of vulnerable and threatened ecosystems.
- UNEP project “*Capacity building in national planning for food security*” – The project’s main objective is to strengthen national capacity to identify environmental impacts and the degradation of ecosystems, connecting them with the food production systems in two countries (Cuba and India’s Punjab). It is currently being negotiated and approved by national authorities.

For all the projects, collaboration will focus on key baseline data on the PA system and on other ecosystems that had been gathered by the projects, as well as threat profiles to biodiversity. This is important information for the NBSAP. In addition, the work under the projects is worth displaying in the final NBSAP publication.

The 4th Country Report to the CBD includes key references to the numerous projects, programmes and initiatives with which collaboration with this project can and will be sought.⁵ During project inception, the National Enabling Activity Project Manager and the NBSAP Review Working Group will gather a thorough list of such initiatives and establish the key contacts with the responsible entities.

Project implementation arrangements:

The project will be implemented over a period of two and a half years. The Ecology and Systematics Institute (IES) of the Environmental Agency (AMA), attached to the Ministry of Science, Technology and the Environment (CITMA), is the government institution responsible for project implementation. It will serve as the national implementing partner. UNDP is the GEF Agency for the project, accountable to the GEF in terms of use of funds. The project will be executed under national implementation modality (NIM), in conformity with the Standard Basic Assistance Agreement (SBAA) between UNDP and the Government of the Republic of Cuba and the Country Plan of Action Programme (CPAP) for 2008-2014.

Working in close collaboration with the Ecology and Systematics Institute (IES) of the Environmental Agency (AMA), attached to the Ministry of Science, Technology and the Environment (CITMA), the UNDP Country Office (CO) will be responsible for: (i) providing financial and audit services to the project; (ii) observing the national process for the recruiting of project consultants and service providers; (iii) overseeing financial expenditure in line with PSC-adopted project budgets; (iv) appointing financial auditors independent from the Ecology and Systematics Institute (IES) of the Environmental Agency (AMA), attached to the Ministry of Science, Technology and the Environment (CITMA); and (v) ensuring that all activities, including procurement and financial services, are carried out in strict compliance with UNDP/GEF procedures. UNDP technical support will be provided by the UNDP/GEF Regional Technical Advisor responsible for the project and the UNDP Environmental Focal Point in coordination with the Country Office.

A Project Steering Committee (PSC) at the national level will be convened by the Ecology and Systematics Institute (IES) of the Environmental Agency (AMA), attached to the Ministry of Science, Technology and the Environment (CITMA). The PSC will be the decision-making body and will be chaired by CITMA, MINCEX and UNDP. It includes representation from all key project stakeholders. It will meet as required, but no less than twice a year, in order to check on project progress, adopt project workplans and endorse the project's main deliverables. The PSC is responsible for ensuring that the project will produce quality deliverables in order to achieve the results contained in the project document.

Day-to-day project management will be undertaken by a Project Coordinating Unit (PCU), composed of a Project Manager (PM) and a Project Assistant (PA), from within the Ecology and Systematics Institute (IES) of the Environmental Agency (AMA), attached to the Ministry of Science, Technology and the Environment (CITMA). Additional technical and administrative project staff will be provided by CITMA. The PM, with the support of the PA, will manage the implementation of all project activities. Project Manager will be in contact and work closely with all related institutions to link the project with supplementary programmes and national initiatives. PM is accountable to the Ecology and Systematics Institute (IES) of the Environmental Agency (AMA), attached to the Ministry of Science, Technology and the Environment (CITMA), and to the PSC for the quality, timeliness and efficiency of the activities carried out, as well as for the use of funds. PM will also be in charge of rallying the technical support of national and international consultants and service providers.

The Project will be executed with the support of a Technical Group composed by:

- Ecology and Systematics Institute, AMA, CITMA
- Center for Environmental Information, Management and Education (CIGEA)
- Environment Department. (DMA) CITMA

These institutions coordinate the National Biodiversity Group, which leads thematic and enabling activities in the field of biodiversity in Cuba. The Group members are:

- National Aquarium of Cuba/ CITMA (Ministry of Science, Technologies and the Environment).
- Environment Agency (AMA) / CITMA
- Center for Environmental Information, Management and Education (CIGEA) / CITMA
- Environmental Inspection and Control Center (CICA) / CITMA.
- Center for Marine Research (CIM-UH) / Havana University / Ministry of Higher Education
- Center for Fisheries Research (CIP) / Ministry of Food Industry
- National Center for Protected Areas (CNAP) / CITMA
- National Center for Biological Safety (CNSB) / CITMA
- Forest Guards Corps (CGB) / MININT (Ministry of Internal Affairs)
- Science and Technology Department / MINAG (Ministry of Agriculture)

⁵ See IV Country Report to the CBD (www.cbd.int) and in the State of the Nation (www.estadonacion.or.cr) for more information.

Science and Technology Innovation Department / CITMA
 International Relations Department / CITMA
 Social Communications Department / CITMA
 Environment Department (DMA) / CITMA
 National Forestry Department (DNF) / MINAG
 National Enterprise for Protection of the Flora and Fauna (ENPFF) / MINAG
 Systematics and Ecology Institute (IES) / CITMA
 Plant Health Research Institute (INISAV) / MINAG
 National Agro-Forestry Research Institute (INAF) / MINAG
 Institute for Fundamental Research in Tropical Agriculture “Alejandro de Humboldt” (INIFAT) / MINAG
 Oceanology Institute (IdO) / CITMA
 National Botanic Garden (JBN) / MES (Ministry of Higher Education).
 Ministry of Education (MINED)
 Natural History National Museum (MNHN) / CITMA
 Office for Fisheries Regulations (ORP) / MIP (Ministry of Food Industry)
 National Zoo Park (PZN)
 Foundation “Antonio Nuñez Jiménez “Nature and Men”
 Cuban Botanic Society
 Cuban Zoology Society
 National Association of Small Farmers
 Committees for the Defense of Revolution
 National Federation of Cuban Women

At the territorial level, the representation is the following:

Environment Unit, Camaguey province / CITMA
 Environment Unit, Ciego de Avila province/ CITMA
 Environment Unit, Havana province / CITMA
 Environment Unit, Granma province / CITMA
 Environment Unit, Guantanamo province / CITMA
 Environment Unit, Holguín province / CITMA
 Environment Unit, Mayabeque province / CITMA
 Environment Unit, Artemisa province / CITMA
 Environment Unit, Isla de la Juventud special municipality / CITMA
 Environment Unit, Las Tunas province / CITMA
 Environment Unit, Matanzas province / CITMA
 Environment Unit, Pinar del Rio province / CITMA
 Environment Unit, Sancti Spiritus province / CITMA
 Environment Unit, Santiago de Cuba province / CITMA
 Environment Unit, Villa Clara province / CITMA
 Budgeted Unit for Environment Services “Alejandro de Humboldt”, Guantanamo province, CITMA
 Coastal Ecosystems Research Center (CIEC) / Ciego de Avila, CITMA
 Center for Environment Research in Camaguey (CIMAC) / CITMA
 Center for Environment Research and Services in Pinar del Rio province (ECOVIDA) / CITMA
 Center for Environmental Services, (CESAM) Sancti Spíritus, CITMA
 Oriental Center for Ecosystems and Biodiversity (BIOECO) / CITMA

Comparative advantage of UNDP in the Republic of Cuba with respect to this project:

UNDP has historically been the largest GEF implementing agency in terms of assisting countries in undertaking biodiversity enabling activities, having assisted more than 100 countries with it through several projects. The GEF2 global project ‘Biodiversity Support Programme’ was jointly implemented with UNEP and has set the stage at the global level in the field of biodiversity planning among GEF eligible countries.

The Government of the Republic of Cuba has requested UNDP assistance in designing and implementing this project, due to UNDP’s track record in Latin America and the Caribbean and according to the wide biodiversity portfolio that UNDP has been supporting since 1993 and is currently implementing in Cuba. UNDP has an established national office in Cuba with well-developed working relationships with the key national stakeholders of the project. This office counts on 3 professional staff dedicated to the ‘Environment and Energy’ portfolio, besides support staff, operations and senior management. Moreover, the project will benefit from the presence of a UNDP/GEF Regional Technical Advisor dedicated to Biodiversity in Panama City. 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 the Republic of Cuba

The project is in line with UNDP/the Republic of Cuba's Country Programme Document 2008-2014, which is fully aligned with national environmental priorities. In particular, the project is in conformity with Sections III C on Environment and Sustainable Development, through which UNDP commits to support the development/coordination and implementation of national and territorial strategies on the green economy, the respect for multi-lateral environmental agreements and, especially, the strengthening of policies and legal and institutional frameworks promoting a sustainable use of land and water, and the conservation of biodiversity and natural resources in fragile ecosystems.

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. The Technical Group and the National Biodiversity Group (refer to thorough list of stakeholders further up) will ensure that national and local partners are duly involved.

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 the Republic of Cuba to access the funding. This plan will depart from the indicative and non-exhaustive list included in the section above on *institutional project arrangements*. As stated, the stakeholder plan includes a wide range of governmental, civil society, scientific institutions, women federation and territorial actors.

Gender Marking

The importance of gender mainstreaming in environmental and poverty eradication policies has been recognized in a wide range of global agreements and forums, including chapter 24 of Agenda 21 (United Nations Conference on Environment and Development 1992; the Johannesburg Plan of Implementation of the 2002 World Summit on Sustainable Development; the 2000 Millennium Declaration; and the 1975 Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW). In the thirteenth preamble paragraph to the CBD, the Parties recognize "the vital role that women play in the conservation and sustainable use of biological diversity and affirm the need for the full participation of women at all levels of policy making and implementation for biological diversity conservation."

Biodiversity conservation and sustainable development depends upon the full participation of women in planning and taking resource-use decisions. Women are key resource users. Project coordination will ensure that gender considerations become part and parcel of the updated NBSAP. COP guidance will be followed.⁶ 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 among other matters invited Parties to consider gender as a core cross-cutting issue in the implementation of biodiversity-related activities.

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

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

- Total number of full-time project staff that are women
- Total number of full-time project staff that are men
- Total number of Project Board members that are women
- Total number of Project Board members that are men
- The number of jobs created by the project that are held by women
- The number of 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 guide 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 an important government investment and UNDP 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 includes the staff time of a National Project Manager and technical staff at the Ministry of Science,

⁶ See e.g. www.cbd.int/doc/nbsap/nbsapcbw-pac-02/nbsap-nadi-scbd-gender.pdf and www.cbd.int/doc/publications/cbd-ts-49-en.pdf.

Technology and the Environment (CITMA); the Ecology and Systematics Institute (IES) and the Environmental Agency (AMA). Such staff will carry out the aforementioned tasks plus other work related to reporting, work plan formulations, drafting of CBD reports, and reviewing APRs/PIRs. In addition, information and data will be collected and provided by CITMA and other state agencies 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 international consultation costs will be kept to a minimum, as government can finance much of it from existing resources.

The government of the Republic of Cuba wishes the work on the new NBSAP to be transformational from a biodiversity planning point of view. This requires specific expertise that is not found in the country. Hence, the GEF's financing of a specialized consultant 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 also focus on overcoming this specific barrier. UNDP is well positioned to assist the Republic of Cuba to source the necessary expertise for this EA project in a cost-effective manner.

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

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 Workshop	Project Manager UNDP CO UNDP GEF	\$8,000	Within first two months of project start up
Inception Report	Project Team UNDP CO	None	Immediately following IW
Measurement of Means of Verification for Project Purpose Indicators, Project Progress and Performance (measured on an annual basis)	Oversight by Project Manager 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-CO UNDP-GEF	None	Annually
Quarterly progress reports	Project team	None	Quarterly
CDRs	Project Manager	None	Quarterly
Issues Log	Project Manager UNDP CO Programme Staff	None	Quarterly
Risks Log	Project Manager UNDP CO Programme Staff	None	Quarterly
Lessons Learned Log	Project Manager UNDP CO Programme Staff	None	Quarterly
Terminal Report	Project team UNDP-CO local consultant	None	At least one month before the end of the project
Lessons learned	Project team UNDP-GEF Regional Coordinating Unit (suggested formats for documenting best	To be determined as part of the Annual Work Plan's preparation.	Yearly

	practices, etc.)		
Audit	UNDP-CO Project team	\$2,000 in total 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\$ 10,000	

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

-- n/a--

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

A. RECORD OF ENDORSEMENT OF GEF OPERATIONAL FOCAL POINT(S) ON BEHALF OF THE GOVERNMENT(S): (Please attach the [country endorsement letter\(s\)](#) with this template).

NAME	POSITION	MINISTRY	DATE (Month, day, year)
Enrique Moret Hernández	Director of International Relations	Ministry of Science, Technology and Environment	May 23, 2012


B. CONVENTION PARTICIPATION*

CONVENTION	DATE OF RATIFICATION/ ACCESSION (mm/dd/yy)	NATIONAL FOCAL POINT
UNCBD	03/08/1994	Enrique Moret Hernández

*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 (Month, day, year)	Project Contact Person	Telephone	E-mail Address
Yannick Glemarec, UNDP/GEF Executive Coordinator		October 1, 2012	Lyes Ferroukhi, Regional Technical Advisor, EBD	+507 302-4576	lyes.ferroukhi@undp.org

ANNEX A: CONSULTANTS TO BE HIRED FOR THE ENABLING ACTIVITY

<i>Position Titles</i>	<i>[GEF only] Indicative \$ / Person Week*</i>	<i>[GEF only] Estimated Person Weeks</i>	<i>Tasks to be Performed</i>
For EA Management			
<i>Local</i>			
Project Manager (cost fully financed by the government)	n/a	n/a	<p>The National Project Manager (NPM) is a senior civil servant, who will serve as the focal point for the project.</p> <p><i>Objective</i></p> <ul style="list-style-type: none"> - Have overall responsibility for the implementation of the Project and the engagement of government institutions. - Certifying the workplans for the project, financial reports and request for advance of funds, ensuring their accuracy and in accordance with the project document; - Be responsible for the conduct of Project Steering Committee meetings, ensuring in particular high level participation from government and of other relevant stakeholders. - Ensure that products and publication produced by the project follow due the processes of approval within the government. Ensure that project Objective, Outcomes, Outputs and Activities are executed in a timely and appropriate manner. - Develop detailed Annual Work Plans and Budgets (including activity descriptions and a chronogram), and submit these to the Steering Committee and to the UNDP Country Office for approval. - 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. - Facilitate, guide and monitor the work of consultants, and approve their deliverables in association with the Project Steering Committee or other applicable instances. - 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. - Establish and maintain linkages with national and international organizations and persons which/who can be of assistance to the objectives of the Project. - Provide timely reporting of project status as required by the Project Steering Committee and UNDP. - Maintain records of Project Steering Committee meetings, decisions, actions etc. - Coordinate with other initiatives and programs whose outcomes and outputs are relevant to this project's objectives. <p>Any other duties assigned by the Project Committee that have direct relevance to the project.</p>
For Technical Assistance			
<i>Local</i>			
National Enabling Activity Technical Consultant (cost fully financed by the government)	n/a	n/a	<p><i>Qualifications and experience:</i></p> <p>Experience developing consultation and strategic planning, preferably with academic training in areas related to biodiversity and natural resources, participatory methodologies and group work. Must be knowledgeable of the Convention on Biological Diversity, and have knowledge of other agreements relating to this matter, such as Framework Convention on Climate Change, the International Treaty on Plant Genetic Resources for Food and Agriculture, Nagoya Protocol on Access to Genetic Resources and Benefit Sharing and the Cartagena Protocol on</p>

<i>Position Titles</i>	<i>[GEF only] Indicative \$ / Person Week*</i>	<i>[GEF only] Estimated Person Weeks</i>	<i>Tasks to be Performed</i>
			Biosafety, among others.
National Biodiversity Planning Analyst (cost fully financed by the government)	n/a	n/a	<i>Qualifications and experience:</i> With extensive experience in review, synthesis and integration of diverse information. Professional in environmental law, natural resources, biology, political science, forestry, or environmental management. With knowledge of national legislation and experience on issues of implementation of measures for the conservation and use of biodiversity.
NBSAP Review Working Group (s): Multi-sectoral and inter-institutional participation groups	n/a	n/a	The participation of different sectors and institutions is essential for making the NBS a mainstream management tool. Each component to be developed in the update will have the participation of different stakeholders at different times, who will then be informed of all developments so that they feel involved and take ownership of the task. Participation will begin upon the formation of the Multi-sectoral Advisory Group. Priority will be given to those sectors that are the main drivers of change with negative effects on the conservation and sustainable use of biodiversity, as well as those who must make local decisions and have not participated adequately. Each sector should see itself reflected in the achievement of the Aichi Targets, through contributions that they themselves define.
<i>International</i>			
Consultant on Economics of the environment	3,000	3.5	Objective Capacity Building in Trade offs analysis and evaluation of ecosystems services. Revision of the results of the Cuban work for final report and activities of the National Strategy on this matter List of tasks and complete TOR will be developed when developing the PRODOC for this project. <i>Qualifications and experience:</i> Experience developing consultation with academic training in areas related to biodiversity, natural resources and environmental economics. Must be knowledgeable of the Convention on Biological Diversity. With extensive experience in review, synthesis and integration of information relating to biodiversity and ecosystem services, if possible also ecological economics, with experience in consultation, with knowledge of information sources on the subject and relationship with biodiversity experts (legal, biological and management). Professional preferably related to ecology or environmental economics.

Annex B: Schedule of Activities

Project implementation period: 2 ½ years (30 months)

Comp	Modules	Activities Guide to every module	2012				2013				2014			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1	I. Preparation	1. Rapid stocktaking and review of relevant plans, policies and reports			X	X								
		2. Identification of stakeholders; consultations and awareness			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								
	II. Setting up of national targets, principles and strategy priorities	4. Setting national targets, principles, & main priorities of the strategy through national consultations			X	X	D							
2	III. Implementation of the plan of action and strategy	5. Developing the strategy and actions to implement the agreed targets through national consultations					X	X	X	X				
		6. Application of the NBSAP to sub-national entities through sub-national and local consultations						X	X	X				
		7. Sectoral integration including mainstreaming into development, poverty reduction and climate change plans through sectoral consultations						X	X	X	X	D		
3	IV. Enforcement of plans and activities related to implementation	8. Development of a plan for capacity development for NBSAP implementation.								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	x	
	V. Institutional exchange and monitoring	12. Establishment/ strengthening of national coordination structures			x	x	x	x	x	x	x	x	x	

Comp	Modules	Activities Guide to every module	2012				2013				2014			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
		13. CHM development.			x	x	x	x	x	x	x	x	x	x
		14. Development of indicators and monitoring approach			x	x	x	x	x	x	x	x	x	x
		15. Fifth national reports			x	x	x	x	x	x	x	D		

ANNEX C: OPERATIONAL GUIDANCE TO FOCAL AREA ENABLING ACTIVITIES

Biodiversity

- [GEF/C.7/Inf.11, June 30, 1997, Revised Operational Criteria for Enabling Activities](#)
- GEF/C.14/11, December 1999, *An Interim Assessment of Biodiversity Enabling Activities*
- [October 2000, Revised Guidelines for Additional Funding of Biodiversity Enabling Activities \(Expedited Procedures\)](#)
- GEF5 Focal Area Strategy ([download](#))

ANNEX D. UNDP TOTAL BUDGET AND WORKPLAN

GEF Component (Outcome) /Atlas Activity	Resp. Party/ Impl. Agent	Fund ID	Donor Name	ERP / ATLAS Budget Code	Atlas Budget Description	TOTAL Amount (USD)	Amount Year 1 (USD)	Amount Year 2 (USD)	Amount Year 3 (USD)	Budget Notes
Comp 1. Stocktaking and national target setting	NEX	62000	GEF-10003	71600	Travel	15,000	5,000	5,000	5,000	a
	NEX	62000	GEF-10003	72100	Contractual Services-Companies	7,500	2,700	3,300	1,500	b
	NEX	62000	GEF-10003	72500	Supplies	9,000	3,000	3,000	3,000	c
	NEX	62000	GEF-10003	72800	Information Technology Equipmt	5,500	3,500	1,000	1,000	d
	NEX	62000	GEF-10003	74200	Audio Visual&Print Prod Costs	4,600	2,500	1,500	600	e
	NEX	62000	GEF-10003	74500	Miscellaneous Expenses	3,000	1,000	1,000	1,000	f
	GEF Subtotal Atlas Activity 1 (Comp 1)						44,600	17,700	14,800	12,100
TOTAL ACTIVITY 1 (Comp 1)						44,600	17,700	14,800	12,100	
Comp 2. NBSAP update	NEX	62000	GEF-10003	71200	International Consultants	7,500	3,750	2,250	1,500	g
	NEX	62000	GEF-10003	71600	Travel	15,000	5,000	5,000	5,000	h
	NEX	62000	GEF-10003	72100	Contractual Services-Companies	9,700	4,600	2,600	2,500	b
	NEX	62000	GEF-10003	72500	Supplies	6,000	2,000	2,000	2,000	c
	NEX	62000	GEF-10003	72800	Information Technology Equipmt	3,500	1,200	1,400	900	d
	NEX	62000	GEF-10003	74100	Professional Services	10,000	500	4,000	5,500	i
	NEX	62000	GEF-10003	74200	Audio Visual&Print Prod Costs	29,800	1,500	26,000	2,300	e
	NEX	62000	GEF-10003	74500	Miscellaneous Expenses	3,000	500	1,300	1,200	f
GEF Subtotal Atlas Activity 2 (Comp 2)						84,500	19,050	44,550	20,900	
TOTAL ACTIVITY 2 (Comp 2)						84,500	19,050	44,550	20,900	
Comp 3. National frameworks for NBSAP implementation, CDB reporting and exchange mechanisms	NEX	62000	GEF-10003	71200	International Consultants	3,000	750	1,500	750	g
	NEX	62000	GEF-10003	71600	Travel	12,000	4,000	4,000	4,000	a
	NEX	62000	GEF-10003	72100	Contractual Services-Companies	9,894	4,826	4,826	242	b
	NEX	62000	GEF-10003	72100	Contractual Services-Companies	10,000	3,300	3,300	3,400	j
	NEX	62000	GEF-10003	72100	Contractual Services-Companies	5,500	5,500			k
	NEX	62000	GEF-10003	72400	Communic & Audio Visual Equip	3,000	1,000	1,000	1,000	l
	NEX	62000	GEF-10003	72500	Supplies	3,600	1,200	1,200	1,200	c
	NEX	62000	GEF-10003	72800	Information Technology Equipmt	12,000	6,000	3,000	3,000	m
	NEX	62000	GEF-10003	74200	Audio Visual&Print Prod Costs	9,800	2,040	5,600	2,160	e
	NEX	62000	GEF-10003	74500	Miscellaneous Expenses	4,406	1,936	1,800	670	f

GEF Component (Outcome) /Atlas Activity	Resp. Party/ Impl. Agent	Fund ID	Donor Name	ERP / ATLAS Budget Code	Atlas Budget Description	TOTAL Amount (USD)	Amount Year 1 (USD)	Amount Year 2 (USD)	Amount Year 3 (USD)	Budget Notes
GEF Subtotal Atlas Activity 3 (Comp 3)						73,200	30,552	26,226	16,422	
TOTAL ACTIVITY 3 (Comp 3)						73,200	30,552	26,226	16,422	
4. Project Mgt	NEX	62000	GEF-10003	72500	Supplies	6,000	2,000	2,000	2,000	n
	NEX	62000	GEF-10003	72800	Information Technology Equipmt	6,000	6,000	0	0	o
	NEX	62000	GEF-10003	74100	Professional Services	2,000	990	800	210	p
	NEX	62000	GEF-10003	74500	Miscellaneous Expenses	3,700	1,600	1,540	560	q
	GEF Subtotal Atlas Activity 4 (Proj Mgt)						17,700	10,590	4,340	2,770
TOTAL ACTIVITY 4 (Project Management)						17,700	10,590	4,340	2,770	

SUB-TOTAL GEF	220,000	77,892	89,916	52,192
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GRAND TOTAL (in cash)	220,000	77,892	89,916	52,192
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Budget Notes	
a	In-country travel by national experts and consultants
b	Specialized services to collect and review the information with the multi-sectoral and inter-institutional groups. This includes as well the functioning of the working group and of the technical group and support to Inception Workshop and other local and national workshops
c	Office supplies and fuel in connection with workshops and information gathering
d	ICT equipment and supplies to strengthen the processing, maintenance and access to the information in a proper format and time. Includes projector to facilitate consultations.
e	Printing of project publications. Will also include the production of radio and TV spots on the importance of biodiversity for Cuba's economy.
f	Communication costs, bank charges and other miscellaneous expenses
g	1 international consultancy on Economic Evaluation of Ecosystem Services. \$10,500 total (\$3,000/week - including DSA * 3.5 weeks)
h	Travel expenses for international consultant and in-country travel by national experts and consultants
i	Translation and editorial services
j	Output-based consultancy: Communication outreach consultancy for developing a communications and dissemination strategy for the NBSAP (refer to Annex E for the TOR).
k	Output-based consultancy: Technology needs assessment: IT system design for user-friendly and easily-updatable CHM (refer to Annex E for the TOR).
l	Costs to support national and international communication services (Internet, web page).
m	ICT equipment and supplies to strengthen the processing, maintenance and access to the information in a proper format and time. Includes equipment upgrade for CHM.
n	Office supplies to support project coordination unit

Budget Notes	
o	ICT equipment, software licenses, peripherals and copy machine for the project unit.
p	Project audit
q	Communication costs, bank charges and other miscellaneous expenses to support project coordination unit

In the case of Cuba, the cost of local consultant services is part of the co-financing that will be provided by the country. In this sense, it can be assured that Cuba counts on a broad national expertise and sufficient technical capacities, which has been fully demonstrated during the elaboration of the National Study on Biodiversity (1998), the first release of the National Strategy for Biological Diversity and Plan of Action related (2002) and the preparation of the I, II, III and IV Reports to the COP.

In the preparation of all the above mentioned documents have participated more than 70 national and territorial institutions, involving more than 160 high qualified experts (more than 70% of them hold Master and PhD degrees in Science and wide recognition at the national and international level). The Agency for the Environment and the Ecology and Systematics Institute belonging to The Ministry of Science, Technology and the Environment, will make available to the project their office premises, electricity and other maintenance supplies.

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

As per the Total Budget and Workplan (TBW) in Annex D of this proposal, two technical output-based consultancies are planned under the project. This Annex describes the work under each of them. The content herein will form the basis to prepare complete **Requests for Quote**⁷. Below is the overview:

#	Title of the Output-based consultancy	Amount reserved in the TBW (\$)	TBW Budget note reference
1	Communication outreach consultancy	10,000	i
2	Technology needs assessment	5,500	k

Services will be tendered out to qualified national consultancy service providers. Services may be assigned to a centre of excellence or NGO that can avail the required expertise and field staff.

The complete **Requests for Quotes** prepared by UNDP normally has 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 is described**. The remainder of the chapters of the Requests for Quotes will be completed before launching the tenders and after due validation by UNDP.

The complete TOR for Requests for Quotes will include the following headings:

- (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

Section 1 of the TOR is the same for both output-based consultancies. Sections 5, 6 and 7 are also common to all output-based consultancies and are included after the description of Section 1. Sections 8, 9 and 10 are to be completed before launching the tenders.

The number of minimum mission days and schedule of payment are to be completed when composing the final documentation for the Request for Quotes.

Common Sections to all for TORs

(1) Summary

Cuba 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

⁷ With reference to the applicable procurement process for the type of services being sought and budget allocated to financing them.

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, each representing one Component of the project:

1. Revision of the Biodiversity Planning Process in Cuba and the mechanisms to promote biodiversity conservation and sustainable use.
2. Cuba’s NBSAP fully updated, it is in line with the guidance in the CBD Strategic Plan (2011-2020) and has been submitted to the CBD COP
3. NBSAP national logical framework for CBD implementation, submission & exchange mechanism

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 within State Institutions, due to the specificity of the topics at hand and the technical requirements.

(5) Duty station:

Havana, Cuba

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 Spanish in MS Word (2007 and later). Used font: Arial, size: 12;
- Presentational documents should be prepared in Power Point.

[This may be complemented when composing the final documentation for the Request for Quotes]

(7) Responsibility

- Agrees the above results with the NBSAP Project Coordinator;
- Ensures timely and quality execution of the Terms of Reference;
- Ensures unconditional implementation of requirements of the contract

Specific Sections for each of the for TORs

OUTPUT-BASED CONSULTANCY 1: COMMUNICATION OUTREACH CONSULTANCY

(2) Objective of the Consultancy

Provide technical assistance to the NBSAP team on designing and managing communication initiatives; increasing their advocacy and policy engagement capacity; capturing, documenting and presenting data; developing communication policies and strategies; and using mass media resources for the NBSAP.

(3) Scope of Work

Provide knowledge and capacity building services to the government of Ecuador, as well as to other key stakeholder involved in the implementation of the Biodiversity Enabling Activities Project according to the TOR’s requirements and within the following area(s) of expertise:

Advocacy and/or communication

[To be developed during project inception]

(4) Expected Results

- Comprehensive communications and advocacy protocols and manuals designed for the NBSAP
- Implementation of advocacy and communications tools to allow national and global stakeholders visualize the results and impacts of the NBSAP
- Constant substantive monitoring and evaluation of the NBSAP, identification of advocacy and communication problems in order to suggest a timely readjustment of the activities if needed
- Analysis and research of information on donors, preparation of substantive briefs in close collaboration with Academia and top notch practitioners, on possible areas of cooperation, identification of opportunities for initiation of new projects, active contribution to the overall National effort in resource mobilization for the NBSAP
- Identification of sources of information related to policy-driven issues. Identification and synthesis of best practices and lessons learnt directly linked to the NBSAP and country policy related goals
- Active collaboration with policy networks, advisors, centres and development of specialized technical and knowledge networks and communities of practice

(8) Qualification requirements

Professional with over 5 years of experience in developing advocacy campaigns, citizen engagement strategies, communication strategies and tools, and/or presentation of research findings Experience in project management and implementation of national and / or international public policy and knowledge in this area.

OUTPUT-BASED CONSULTANCY 2: TECHNOLOGY NEEDS ASSESSMENT

(3) Scope of Work

Provide knowledge and capacity building services to the government of Cuba, as well as to other key stakeholder involved in the implementation of the Biodiversity Enabling Activities Project, according to the TOR's requirements and within the following area(s) of expertise:

Use of information technology
Database development and management
Training in IT use
Webdesign

- Assess the information systems needs in order to identify what is needed to sustain the CHM. This includes: human resources (dedicated personnel, responsibilities, skills for administration, operations, development, maintenance, support and communications); technical - network (local area network) description and connectivity issues; existing architecture including servers (file, print and utility servers etc.); operating software (operating systems, databases, system management tools etc.); policies in place; and existing databases.
- Comprehensively assess the existing IT environment and needs at relevant ministries and government entities responsible for implementation of NBSAP components
- Identify hardware and software needs to facilitate the various databases and upgrades required for NBSAP implementation and effective CHM functioning e.g. server capacity needs and software including antivirus software, backup and security measures amongst others.
- Recommend IT skills and training needed to enable staff to support the CHM and various databases in the medium term at both institutions.

(8) Qualification requirements

Should have an advanced degree (Masters) in IT or related area. At least 5 years' experience in development of technology needs assessment.