



**REQUEST FOR PROJECT PREPARATION GRANT (PPG)**  
**PROJECT TYPE: Full-sized Project**  
**THE GEF TRUST FUND**

**Submission date:** 07 April 2009

**Resubmitted:** 22 May 2009, September 09, 2009, 15 January 2010

**GEF PROJECT ID<sup>1</sup>:** 3957

**GEF AGENCY PROJECT ID:**

**COUNTRY(IES):** Indonesia, Cambodia, Philippines, Vietnam

**PROJECT TITLE:** Removing Barriers to Invasive Species Management in Production and Protection Forests in SE Asia

**GEF AGENCY(IES):** UNEP

**OTHER EXECUTING PARTNER(S):** Indonesia: Forest and Nature Conservation Research & Development Center (Bogor) - Ministry of Forestry, with Ministry of Environment; Cambodia – Ministry of Environment with Forest Administration; Vietnam – Ministry of Natural Resources and Environment – Vietnam Environmental Protection Agency; Philippines – Department of Environment and Natural Resources. ASEAN Center for Biodiversity (Manila), FAO Regional Office Asia Pacific (Bangkok).

**GEF FOCAL AREA(S):** Biodiversity

**GEF-4 STRATEGIC PROGRAM(S):** SP-6 Invasive Alien Species (IAS)

**NAME OF PARENT/PROGRAM/UMBRELLA PROJECT (if applicable):** Related to, but not part of, Sustainable Forest Management

**A. PROJECT PREPARATION TIMEFRAME**

Start date of PPG	January 2010
Completion date of PPG	October 2010

**B. PAST PROJECT PREPARATION ACTIVITIES (\$)**

n.a / none

**C. PROPOSED PROJECT PREPARATION ACTIVITIES (\$)**

Describe the PPG activities and justifications:

1. *Initial consultations* nationally and regionally – the proposed international as well as national project teams did not had opportunity to meet until now. PPG funds will be used to confirm roles and responsibilities for national EAs & technical partners on both the project design process, as well as anticipated national roles in the implementation of the IAS project, and reach agreement on national priorities & workplans (co-financed). Agreement has to be reached on type of forest pilots for testing IAS control and management, whilst maximizing GEB. Additionally, prospective project partners will be brought into discussions on specific interests, roles and responsibilities towards the proposed Regional Forest IAS Strategy SE Asia.

2. *Regional and national baseline assessments and analysis of IAS*, have to be conducted regarding key species to focus on in the project (also in its regional context; issue of animal and/or plant IAS), their impacts, driver/pathways, related policies, regulations, institutions, as well as associated barriers to a successful national IASS programs. The PPG team will therefore begin by analyzing available materials regarding regional & national invasive species broadly and national forest invasive species specifically.

<sup>1</sup> Project ID number will be assigned by GEFSEC. If PIF has already been submitted, please use the same ID number as PIF.

This will include a.o. information on the following:

- numbers and types of invasive species in the countries & region of major impact to forest habitats and forest related production systems;
- identification of major drivers and pathways leading to introduction and spread of invasives;
- existing institutional, legal and policy aspects, quarantine systems available, enforcement, etc.;
- climate change risks and vulnerabilities;
- previous and ongoing donor support;
- threats, causes and associated barriers to national and regional IAS programs.
- agreement and application of pilot selection criteria, including BD values, costs effective programming, feasibility of anticipated results). Conduct baseline assessment pilot sites.

Information and analysis will be extracted and presented in a manner that matches GEF programming requirements, i.e., according to thematic areas such as threats to achieving SFM, socio-economic context, institutional, capacity & financial barriers, biodiversity (GEB( significance) of pilot sites for selection, etc. Resulting needs & gaps analysis and draft summaries will be used for confirming the project framework. Importantly this analysis should guide prioritization of specific country program elements and outcomes as well as match available BD RAF allocations set out in the PIF. Agreement will be reached on these through broad consultations in the four countries, a regional workshop, as well as where useful, site visits.

*3. National and regional Awareness, information services and social marketing program design.*

Building national awareness on IAS early in the FSP is very important to enable many of the other outcomes and outputs, as well as to work early in the process towards sustainability of the national IAS programs e.g. in the field of costs recovery mechanisms. The basic design of this has to be conducted during the PPG and as such as specialist in social marketing has to be contracted assist the NEA as well as Int EAs with this, including on effective ways of collating and using the available information globally on IAS during the FSP to the benefit of effective IAS prevention, control and management. PPG funds will also be used to establish the baseline awareness levels with government line agencies, decision makers and locally affected communities.

*4. Institutional capacity & stakeholder assessments.* No project can properly be designed without a good insight in institutional and human resources needs. PPG funds will be applied to conduct an initial training needs assessment, as well as identification of specific technology or equipment needs to support effective IAS programs in the four countries. It will also design the stakeholder engagement plan, specifically with regards running of pilots in the forested areas. Additionally it will conduct national and regional stakeholder workshops to prioritize IAS themes most relevant to target countries; and (iii) based on these, identify what (data, information, research, outreach and civil society) partner organizations and governments should be involved as executing agencies.

*5. Project (proposal) preparation and co-finance mobilization.*

This component will involve compiling, analyzing and consolidating the findings into a project logframe, workplan, budget including co-finance, staffing plan, and GEF & UNEP project proposal documents.

*6. Design of project M&E plan.*

It is a GEF and UNEP requirement to establish a fully-fledged M&E Plan including both progress as well as performance impact monitoring, MTR as well as Terminal Evaluation

<b>List of Proposed Project Preparation Activities</b>	<b>Output of the PPG Activities</b>	<b>Project Preparation Amount (a)</b>	<b>Co-financing (b)</b>	<b>Total c = a + b</b>
1. Initial national and site consultations	- Agreed design process, responsibilities & workplans. - Draft agreements on forest pilot	35,000	40,000	75,000

	sites and work approach.			
2. National and regional baseline studies & analysis.	<ul style="list-style-type: none"> <li>- Priority IAS species, impacts and driver/pathways identified</li> <li>- Profiles on national regulations, policies &amp; programs (e.g. quarantine), etc</li> <li>- Agreement on pilot selection criteria. Selected pilot sites, description, site programs</li> <li>- Analysis threats, causes and associated barriers to effective national and regional IAS programs</li> <li>- budget needs including co-finance calculated</li> <li>- Identification draft intervention, including management/controls options</li> </ul>	112,500	100,000	212,500
3. Drafting information and social marketing campaigns	<ul style="list-style-type: none"> <li>- design of awareness monitoring system</li> <li>- awareness baseline established</li> <li>- draft design information (exchange) system</li> <li>- draft social marketing campaign and resource needs established</li> </ul>	35,000	20,000	55,000
4. Institutional capacity & stakeholder assessments	<ul style="list-style-type: none"> <li>- Stakeholder consultations conducted, 4x national, and regional</li> <li>- Draft training needs assessment</li> <li>- National and regional project execution arrangements agreed</li> <li>- ToRs of key institutions and staff drafted</li> <li>- Final consensus on Project design &amp; Document</li> </ul>	45,000	40,000	85,000
5. Project design, proposal preparation, co-finance mobilization	<ul style="list-style-type: none"> <li>- UNEP FSP project document</li> <li>- GEF CEO endorsement document</li> <li>- written agreements on co-finance</li> </ul>	0	60,000	60,000
6. Design project M&E plan	<ul style="list-style-type: none"> <li>- baseline on indicators</li> <li>- Project M&amp;E Plan and costing</li> </ul>	10,000	15,000	25,000
<b>Total Project Preparation Financing</b>		<b>237,500</b>	<b>275,000</b>	<b>512,500</b>

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

	<b>Project Preparation</b>	<b>Agency Fee</b>
GEF financing	237,500	23,750

Co-financing	275,000	
<b>Total</b>	512,500	23,750

**E. PPG REQUESTED BY AGENCY(IES), FOCAL AREA(S) AND COUNTRY(IES)<sup>1</sup>**

GEF Agency	Focal Area	Country Name/ Global	(in \$)		
			PPG (a)	Agency Fee (b)	Total c = a + b
UNEP	BD	Cambodia	50,000	5,000	55,000
UNEP	BD	Indonesia	87,500	8,750	96,250
UNEP	BD	Philippines	50,000	5,000	55,000
UNEP	BD	Vietnam	50,000	5,000	55,000
<b>Total PPG Requested</b>			237,500	23,750	261,250

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


**F. PPG BUDGET REQUEST**

Cost Items	Total Estimated Person Weeks for GEF Grant (PW)	GEF (\$)	Co-financing (\$)	Total (\$)
Local consultants, 4 countries *	119	166,000	0	
International consultants*	16	44,000	0	
Travel		27,500	15,000	
Workshops, fieldwork & consultations 4 countries			108,000	
Materials, office rent, miscellaneous			34,000	
Technical staff FAO & countries			100,000	
Admin staff countries			18,000	
<b>Total PPG Budget</b>		237,500	275,000	512,500

\* Annex A for Consultant cost details should be prepared first before completing this table. See notes on Annex A for the required detailed information. This table is the sum of all local and international consultants presented in Annex A.

**G. GEF AGENCY(IES) CERTIFICATION**

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

Agency Coordinator, Agency name	Signature	Date	Project Contact Person	Telephone	Email Address
Maryam Niamir-Fuller, Director UNEP Division of GEF Coordination		07 April 2009	Max Zieren UNEP DGEF - Regional Programme Coordinator Asia Pacific	Tel.: +66- 2-288- 2101	zieren@un.org

**Annex A**

**Consultants Financed by the Project Preparation Grant (PPG)**

<b>Position / Titles</b>	<b>\$/ Person Week<sup>1</sup></b>	<b>Estimated PWs<sup>2</sup></b>	<b>Tasks to be performed</b>
<b>Local</b>			
National IAS Specialist/ PPG National Focal Point (4x 6pm)	1400	83	<ul style="list-style-type: none"> <li>- Act as PPG national focal point responsible for national analysis, reporting, program coordination, and consultations;</li> <li>- Carry out analysis and reporting of all aspects relevant to designing a national &amp; regional IAS program (along lines of draft Project Framework);</li> <li>- Design a draft a national IAS strategy and action plan based on secondary data and interviews – to be used to identify, confirm and improve on the draft project framework (PIF)</li> <li>- Consolidate national baselines and project design reports;</li> <li>- secure co-finance targets and commitments</li> <li>- facilitate national implementation agreements;</li> <li>- Establish baselines of M&amp;E indicators, including assist the Int. Social Marketing Spec. with awareness data collection;</li> <li>- Jointly with the International IAS Programming Specialist draft the GEF Project Document (co-financed)</li> </ul>
Baseline and Pilot Site Scientists (4 x 3pm)	1400	36	<ul style="list-style-type: none"> <li>- Draft site selection criteria and reach agreement with countries</li> <li>- Conduct field assessment of potential pilot intervention sites including IAS, biodiversity, control measures, stakeholder participatory mechanisms, etc.</li> <li>- Draft pilot workplans and</li> </ul>

			institutional arrangements - design the science and national IAS survey programs, resourcing and capacity needs.
<b>International</b>			
IAS Programming Specialist (regional & national)	2750	12	<ul style="list-style-type: none"> <li>- Design PPG workplan, targets and pilot selection criteria in consultation with technical partners and national focal points;</li> <li>- Analyze and consolidate national baseline, capacity and training needs assessment reports;</li> <li>- design results-based GEF project plan and reach consensus with partners;</li> <li>- Conduct incremental costs analysis;</li> <li>- Draft ToR of key institutions and staff</li> <li>- Assist countries and lead EA with securing international co-finance sources</li> <li>- Design M&amp;E Plan</li> <li>- Jointly with the National IAS Specialists draft the GEF as well as UNEP Project Documents (co-financed)</li> </ul>
IAS Information and Social Marketing Specialist (regional & national)	2750	4	<ul style="list-style-type: none"> <li>- Design social marketing campaign, and resource needs;</li> <li>- establish awareness baselines &amp; design awareness monitoring system</li> <li>- Analyze and design national &amp; regional data and information system needs;</li> <li>- advise how the project can incorporate synergies between neighboring countries on IAS programs, information exchanges, and capacity building.</li> </ul>

<sup>1</sup> Provide dollar amount per person week.

<sup>2</sup> Provide person weeks needed to carry out the task and corresponds to the dollar amount per person week in the previous column.