



PROJECT PREPARATION GRANT (PPG)
PROJECT TYPE: Full-sized Project
TYPE OF TRUST FUND: GEF TRUST FUND

Submission date: August 7, 2012

GEF PROJECT ID: 5034
GEF AGENCY PROJECT ID: PIMS 5106
COUNTRY (IES): TANZANIA
PROJECT TITLE: Enhancing the Forest Nature Reserves Network for Biodiversity Conservation in Tanzania
GEF AGENCY (IES): UNDP
GEF FOCAL AREA(s): BIODIVERSITY

A. PROJECT PREPARATION TIMEFRAME

Start date of PPG	1/12/2012
Completion date of PPG	1/12/2013

B. PROPOSED PROJECT PREPARATION ACTIVITIES (\$)

Describe the PPG Activities and Justifications: The PPG will co-finance the preparatory activities listed below. The activities will be supported by partners and will include providing a response to advice given by the STAP reviewers, GEF SEC and Council.

Activity 1: Policy Framework and Institutional Capacity Review of Tanzania Forest Services

This activity has three related elements. Firstly, funding support from the PPG will be utilised to assess the institutional capacity of the Tanzania Forest Services (TFS) including its decentralised management system (zonal units). The TFS will be assessed with respect to its: (i) roles, functions and responsibilities in the forest PA system and forest PA site management and implementation and biodiversity monitoring and management; (ii) roles, functions and responsibilities in forest area management and in particular management capacity and needs for Forest Nature Reserves (FNR); (iii) organisational structure of TFS management including reporting, decision-making functions, the administrative links between TFS headquarters, its zonal offices and FNR site management, financial flows, as well as human resource management including staff performance management systems and staff incentive provisions; (iv) capacity constraints, strengths and weaknesses in the forest PA system, and forest PA site and forest area management for biodiversity conservation, with a focus on Forest Nature Reserves. The purpose of this assessment will be in identifying the capacity development needs of Tanzania Forest Services and its zonal management units to ensure the sustainability of project investments beyond the term of the project. Secondly, an up to date analysis of the state of gazettelement of each Forest Nature Reserve will be carried out. Thirdly, funds will be utilised to conduct a review of the policy framework pertaining to forest PA management in Tanzania in the context of operating TFS as a new agency and the FNR as a nascent PA network within TFS. This will include legislation and policies that have direct and indirect impacts on forest PA management, including the Forest Policy, the Wildlife Policy, the Environmental Policy, the Tourism Policy, the National Forest Programme (2001) and the national REDD Plus strategy, and other policies and laws relating to natural resource dependent sectors.

Activity 2: Conservation Needs Assessment and Forest Nature Reserve Consolidation Planning

This activity will examine the conservation needs of Tanzania’s Forest Nature Reserves at zonal management level, as well as at the target site levels, assessing the biodiversity status, and the current system for biodiversity monitoring and management in the FNR. Through extensive consultations, the activity will begin to generate stakeholder consensus on a long-term conservation vision for conservation of the Forest Nature Reserves network

in Tanzania, identify strategies for achieving the conservation goals, define the management systems that are required and will determine the clear roles and responsibilities of the FNR system in ensuring these goals are met within the project timeframe. It will also analyse the spatial arrangements of the FNR network and identify opportunities for FNR consolidation based on conservation needs, viable methodologies and existing opportunities within the local context. As part of this process, a needs assessment will be carried out to ascertain the optimum number of FNR within the network and the critical landscapes to be targeted in future. In tandem, robust biodiversity indicators will be developed for project usage and beyond. At the site level, the PPG will provide funds to review existing data, reports and studies to collate detailed information on target FNR, in order to establish the baseline and site specific project interventions and targets.

Activity 3: Assessment of baseline Forest Nature Reserve financing, together with revenue-generating and forest PA alignment opportunities, including tourism, PES and REDD plus.

This activity will conduct a detailed analysis of the current financing situation for the forest PA system in Tanzania, using the Financial Sustainability Scorecard. It will also assess different options for establishing new revenue streams and sustainable financing mechanisms for PA management. In particular, it will review current PA tourism development and management system including the tourism concession system (granting rights to establish and operate tourism facilities and activities within the FNR with a certain payment) in the Forest Nature Reserves network in Tanzania. The activity will also examine the on-going and future REDD plus process and associated activities in Tanzania to develop a solid plan for establishing synergetic linkage with the process. By creating the linkage, the project aims to engender PA management effectiveness strengthening from the REDD Plus process, thereby maximising the biodiversity benefits from the process. It will also include realisation of increased financing for PA management in Tanzania, through establishing a system for allocating a portion of the REDD plus payments for supporting PA management. A detailed analysis of opportunities for alternative income generating activities for communities in the surrounding forest areas will be carried out. Analysis of the tourism business and market chains to identify critical factors for effective beneficiation by communities and lessons for the proposed project will be provided. Further, in close partnership with other on-going initiatives such as the UN-REDD supported interventions in Tanzania, the PPG will focus on identification of opportunities and development of plans for establishing REDD plus demonstration pilots which directly contribute to increased PA management effectiveness. The PPG will also update existing reviews of best practices from payments for ecosystem services initiatives in country.

Activity 4: Local stakeholder and gender assessment

Firstly, an assessment of potential benefit sharing options with communities will be carried out in the context of FNR and wider TFS management regimes, regulations and policies. Secondly, an assessment of local stakeholders, in particular local communities, will be conducted to identify their responsibilities pertaining to land/forest management, their potential roles in the project and their capacity needs for fulfilling these roles. It will be done through extensive consultation processes in order to seek their consent to the project, and will encourage full participation in project development and implementation. In the consultation process, a gender assessment will be incorporated reviewing the role of both females and males in project development and implementation and the potential impacts of the project on each gender group. A stakeholder involvement plan will be developed. In addition, the attitudes of local communities towards wildlife and forestry will be surveyed to determine the baseline and target to gauge changes in local communities' perceptions.

Activity 5: Feasibility Analysis and Budget

Based on the above analyses, the full project strategy will be developed. This will include:

- Detailed incremental-cost analysis as per GEF guidance: precise definition and verification of baseline projects and targets, activities, budgets, goals and co-financial links to GEF outcomes;
- Definition of GEF incremental value per outcome and output; presentation of results of the incremental cost-analysis in matrices;
- Assessment of the social, economic and financial sustainability of proposed project activities, including gender aspects;

- A replication strategy for project activities;
- A financing plan, including co-financing commitments for all project outputs and activities;
- Development of the project monitoring and evaluation plan, and budget;
- Preparation of the BD Tracking Tools (BD-1: METT and Financial Scorecard)

List of Proposed Project Preparation Activities	Outputs of the PPG Activities	Trust Fund	Grant Amount (a)	Co-financing (b)	Total c = a+b
Activity 1: Policy Framework and Institutional Capacity Review of Tanzania Forest Services	Full policy and institutional capacity assessment report entailing: (i) in-depth review of TFS management system and FNR network and site management structure including reporting, decision making functions and financial flows, as well as a SWOT analysis of existing institutional frameworks against conservation and sustainable development objectives; (ii) identification of gaps and recommendation on measures for strengthening and rationalising institutional arrangements and elaborate new institutional models for demonstration at the target FNR; (iii) review of TFS implementation status, and recommendation for the project support for accelerating the speed and effectiveness of implementation; (iv) review of existing TFS staff profile, identifying gaps and making recommendations for priority capacity building needs; (v) review of systemic (policy, legislative and regulatory) capacity pertaining to FNR management and forest area management, including review and update of FNR regulations, identifying gaps/conflict and recommendations for harmonisation and improvement; (vi) assessment on the status of existing FNR management plans and recommend concrete steps for development of FNR management plans for all the sites in an integrated manner; (vii) review of the in-service training plan and materials for FNR management and recommendation for improvement and a mechanism for institutionalising and financing the in-service training plan, including realistic suggestions on possible incentive schemes; (viii) application of the capacity development scorecards for TFS; (ix) assessment of the current state of gazettement of FNR and production of a timeline for finalisation of each FNR.	GEF TF	25,000	100,000	125,000
Activity 2: Conservation Needs Assessment and Forest Nature Reserve Consolidation Planning	Conservation Needs Assessment entailing: (i) review the planning mechanisms for Forest Nature Reserves and for Tanzanian Forest Services, review species conservation plans and other relevant documents, compiling spatial data on biodiversity and FNR locations and identifying conservation goals of the FNR system in Tanzania; (ii) assessment of existing FNR, identifying conservation goals, priority threats and problems of each PA, placing an emphasis on the target FNR; (iii) assessment of the socio-economic context that has impact on biodiversity management in Tanzania; (iv) needs assessment concerning land and species not represented in FNR in terms of priorities for habitat protection; (v) assessment of the optimum FNR PA estate (vi) assessment of knowledge gaps on the status of biodiversity within FNR as well as the adequacy of data management systems currently in use; (vi) assessment of institutional and management capacity of TFS to administer FNR and the gaps remaining to be addressed.	GEF TF	40,000	100,000	140,000

	<ul style="list-style-type: none"> - Profiles of target FNR entailing: (i) an analysis of threats to biodiversity in the FNR (ii) the developmental context (key business sectors, socio-economic development, political environment) and its current and future impacts on biodiversity conservation and PA management; (iii) the spatial distribution, and conservation status of PAs and other forest areas; (iv) the spatial extent and development of satellite images and maps of the proposed and ongoing FNR (v) assessment of existing conservation and economic development plans, projects and initiatives affecting or impacting on the proposed project activities; (vi) a review and establishment of baseline information for each FNR; (vii) updated species lists for each FNR; (viii) conduct the Management Effectiveness Tracking Tool (METT) assessment for each FNR, existing and proposed. - Robust biodiversity indicators with baseline and targets for each target PA landscape with a monitoring framework. 				
Activity 3: Assessment of baseline Forest Nature Reserve financing, together with revenue-generating and forest PA alignment opportunities	<ul style="list-style-type: none"> - Financial Sustainability Scorecards for the Tanzania FNR system; - Review of the current FNR tourism development and management system and tourism market, and recommendation for improvement and project support, including the options for community based tourism and a financing plan for their potential initiation where relevant; - Review of available ecosystem service valuation studies in Tanzania and recommendation for further economics work directly geared towards increasing FNR financing under the project with detailed terms of reference for such work; - Assessment of options for payments for ecosystem services, particularly equitable watershed payment initiatives and a financing plan for their initiation where relevant - Review of the on-going REDD Plus activities in Tanzania to identify opportunities for creating direct linkage between the REDD Plus process and the project and a financing plan for their initiation where relevant; - Analysis of relevant interventions needed at existing REDD Plus pilot sites which directly contribute to increased FNR management effectiveness; 	GEF TF	30,000	100,000	130,000
Activity 4: Local stakeholder and gender assessment	Stakeholder involvement plan containing, <i>inter alia</i> : (i) local stakeholders' responsibility, roles in the project and their capacity needs for fulfilling their roles for different components and outputs/activities; (ii) extensive consultation processes ensuring local community consent to the project, and their full participation in project development and implementation; (iii) a gender assessment will be incorporated reviewing the role of both females and males in project development and implementation and potential impacts of the project on each gender group; (iv) an assessment of potential benefit sharing options with communities will be carried out in the context of FNR and wider TFS management regimes, regulations and policies; (v) identify opportunities for alternative livelihood/livelihood enhancement interventions in the target landscapes; (vi) results of a survey of community attitudes towards wildlife in the target landscapes, with identification of baselines and targets of the projects.	GEF TF	20,000	50,000	70,000
Activity 5:	- Verification and confirmation of baseline and targets;	GEF	15,000	12,000	27,000

Feasibility Analysis and Budget	- A replication strategy for project activities; - Assessment of project sustainability and risks - A monitoring and evaluation (M&E) and budget; - A financing plan, including co-financing commitments for all project outputs and activities; - An assessment of cost-effectiveness of project outputs and outcomes.	TF			
Total project preparation financing			130,000	362,000	492,000

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

	Project Preparation	Agency Fee
Grant Amount	130,000	13,000
Co-financing	362,000	
Total	493,000	13,000

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

TRUST FUND	GEF Agency	Focal Area	Country Name/ Global	(in \$)		
				PPG (a)	Agency Fee (b)	Total c = a + b
Total PPG Requested						

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


E. PPG BUDGET REQUEST

Cost Items	Total Estimated Person Weeks for Grant (PW)	Grant Amount (\$)	Co-financing (\$)	Total (\$)
Local consultants *	40	60,000	200,000	260,000
International consultants*	12	36,000	0	36,000
Travel		20,000	120,000	140,000
Miscellaneous**		14,000	42,000	56,000
Total PPG Budget		130,000	362,000	492,000

* See Annex A. Dollar amount per person week for the national and international consultants is consistent with the UN Rates for consultants. The international consultant will be procured within the Africa region.

** Miscellaneous covers the cost of procurement of detailed land-use maps, aerial photographs, interpretation of maps, and production of GIS and land use maps.

F. 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 (Month, day, year)	Project Contact Person	Telephone	Email Address
Yannick Glemarec, UNDP-GEF Executive Coordinator		August 7, 2012	Nik Sekhran , PTA EBD	Tel: +27 12 3548131	nik.sekhran@undp.org

Consultants Financed by the Project Preparation Grant (PPG)

	Position / Titles	\$/ Person Week₁	Estimate d PWs₂	Tasks to be performed
Local	Forest biodiversity conservation and PA management specialist	1,500	20	<p>The specialist will act as the lead national consultant to ensure generation of necessary information for project formulation under the guidance of the international consultant. The specialist will lead implementation of Activity 1 and Activity 2, while contributing to and coordinating inputs from relevant consultants and stakeholders for Activity 3 and 4.</p> <p>In general, the specialist will:</p> <ul style="list-style-type: none"> • Liaise closely with the Tanzania Forest Services, associated zonal management units and Forest Nature Reserves managers ensuring their full participation and inputs into the PPG process; • Act as the primary counterpart for the international consultant, organising meetings and consultation sessions, and providing necessary data, information and analysis for international consultants under all the PPG activities including full compilation of the GEF BD-1 Tracking Tools (METT and financial sustainability scorecard); • Draft situation analysis, including analysis of threats, barriers and baseline activities • Develop details of project budget • Provide guidance to other national consultants, and coordinate activities and inputs of executing agencies and partner organisations; • Ensure the soundness and appropriateness of the project plan based on the reality and issues on the ground; • ensure full stakeholder consultation including communities in the target landscape so as to ensure project ownership and full participation in implementation through generating buy-in on the project contents; <p><u>Under Activity 1 (Policy and Institutional Review)</u>, the specialist will:</p> <ul style="list-style-type: none"> • review policy and legal framework in relation to the conservation area and forest area management, as well as in relation to the natural resource dependent sectors, identifying contradictions or critical gaps which may hamper the progress of implementation, and suggest measures to remove the barriers. • review conservation regulations, identifying gaps/conflict and recommendations for harmonisation and improvement, • review of PA system and site management structure including reporting, decision making functions and financial flows, as well as a SWOT analysis of existing institutional frameworks against conservation and sustainable development objectives; • identify gaps and recommendation on measures for strengthening and rationalising institutional arrangements and elaborate new institutional models for demonstration at the target FNR; • review the existing staff profile, identifying gaps and making recommendations for priority capacity building needs; • conduct assessment on the status of existing FNR management

	Position / Titles	\$/ Person Week ₁	Estimated PWs ₂	Tasks to be performed
				<p>plans and recommend concrete steps for development of park management plans for all the parks in an integrated manner;</p> <ul style="list-style-type: none"> • review the in-service training plan and materials for park management and recommendation for improvement and a mechanism for institutionalising and financing the in-service training plan, including realistic suggestions on possible incentive schemes; • apply the capacity development scorecards for Tanzania Forest Services and other appropriate agencies • define the stakeholder roles, functions and/or responsibilities in the conservation area and forest area management, their influence on, and importance in, the implementation of the proposed project; their capacity constraints, strengths and weaknesses in supporting or implementing project activities, in view of identifying the capacity development needs of the different stakeholder groups to ensure the sustainability of project investments beyond the term of the project. • based on the above assessment, develop: (i) a detailed profile of institutional analysis identifying clear roles in project implementation; (ii) recommendations for institutional/agency capacity development activities to strengthen oversight capacities; (iii) a detailed partnership involvement strategy and plan for various agencies in the project implementation phase; and (iv) a description of the project governance and implementation arrangements. <p><u>Under Activity 2 (Conservation Needs Assessment), the specialist will:</u></p> <ul style="list-style-type: none"> • Assess existing protected areas, identifying conservation goals, priority threats and problems of each FNR • Assess the socio-economic context that has impact on biodiversity management in Tanzania's Forest Nature Reserves; • Compile a PA landscape profile for the four target sites through desk top studies as well as field-based research and stakeholder consultations, to cover critical information gaps, likely including: (i) an analysis of threats to biodiversity in the priority landscapes; (ii) policy, social, regulatory, socio economic, institutional, technical and knowledge barriers to establishment of the ecological linkages and effective management of the landscapes; (iii) the developmental context (key business sectors, socio-economic development, political environment) and its current and future impacts on the biodiversity conservation in the landscapes; (iv) the government and partners' baseline activities, as well as complementary activities by various partner organisations; (v) the spatial distribution, and conservation status of permanent reserved forests and protected areas; (v) the spatial extent and development of satellite images and maps of the proposed priority landscapes; (vi) conservation and economic development plans, projects, programmes and initiatives affecting or impacting on the proposed project activities; (vii) a review and establishment of baseline information for each of the priority landscapes; (viii) Apply the Management Effectiveness Tracking Tools in each of the target PAs in close consultation with the executing agencies and stakeholders
Local	Natural	1,500	12	The specialist will spearhead the implementation of Activity 3 in particular,

	Position / Titles	\$/ Person Week₁	Estimated PWs₂	Tasks to be performed
	Resources Economics and Financing Specialist			<p>will:</p> <ul style="list-style-type: none"> • Establish the institutional financial requirements for TFS management scenarios and assess the efficacy of different alternatives to improve the financing of the TFS, in particular of FNR. • Undertake an economic analysis of FNR system, assessing the potential for financing and contributions to national and local economies. • Assess the existing tourism status in and around FNR and the potential for growth, identifying bottlenecks and barriers that reduce private sector involvement in tourism investment in the network. • Offer a detailed assessment of the potential for alternative and community based tourism in the community areas surrounding appropriate FNR • Assess other private sector interests – including large and small-scale involvement in biomass extraction (timber fuel-wood supplies etc) and in broader climatic amelioration such as tea estate dependence on run-off and cloud cover. • assess potential for enhanced tourism involvement in financing, as well as potential for implementation of PES modalities • Conduct a thorough review of the on-going REDD Plus process in Tanzania: reviewing the on-going REDD Plus activities to identify opportunities for creating direct linkage between the REDD Plus process and sustainable financing for FNR
Local	Community participation and gender specialist	1,500	8	<p>The specialist will will spearhead the implementation of Activity 4, in particular, will:</p> <ul style="list-style-type: none"> • identify community stakeholders and their responsibilities pertaining to land and forest resource management in Forest Nature Reserves and surrounding landscapes; • assess socioeconomic situations surrounding FNR and feed into an FNR landscape profile; • take stock of the past and ongoing benefit sharing activities and compile lessons learned for use in project development, in particular assess the potential for benefit sharing within TFS and FNR rules and regulations and options ahead • compile information on the target communities under the UN-REDD Tanzania process, and identify potential opportunities for linking with the project intervention; • assess communities' roles in the project implementation and their capacity needs for fulfilling the roles through extensive consultation process; • identify opportunities for alternative livelihood/livelihood enhancement interventions surrounding target FNR and develop a concrete plan for project support; • ensure local communities' understanding and consent to the project, full participation in project development and implementation; • conduct a gender assessment reviewing the role of both females and males in the project development and implementation and potential

	Position / Titles	\$/ Person Week ₁	Estimated PWs ₂	Tasks to be performed
				<p>impacts of the project on each gender group;</p> <ul style="list-style-type: none"> • develop a methodology for a survey of community attitudes towards forestry, wildlife and PAs in the target areas, and apply the survey to establish baselines and targets of the projects with gender disaggregation; • develop a full community participation plan.
International	Senior Protected Areas Planning and Financing Specialist	3,000	12	<p>The specialist will serve as team leader in collating inputs of other consultants and take the lead, in collaboration with key stakeholders, implementing and executing agencies, in developing the full project plan. The work involves facilitating the implementation of the activities under this PPG, ensuring quality and timely completion of the activities. During the process, the specialist will:</p> <ul style="list-style-type: none"> • Lead the process of collating all the baseline data, and its use in refining the threat-root cause-barrier analysis; • Support the identification of opportunities for addressing the barriers identified in the analysis above; • Lead the process of identifying project interventions, including targets and indicators; • Detailed incremental-cost analysis as per GEF guidance: precise definition of baseline projects, activities, budgets, goals and co-financial links to GEF outcomes; definition of GEF incremental value per outcome and output; presentation of results of the incremental cost-analysis in matrices; • Assessment of the social, economic and financial sustainability of proposed project activities, including gender aspects; • Assessment of the alternatives to the project strategy and detailed definition of the cost effectiveness of the preferred strategy and suite of activities; • Quantification and detailed presentation of the global environmental benefits of the project; • Development of the project monitoring and evaluation plan, and budget; • Costing the expected project outcomes and outputs, identifying co-finance, sources and secure co-financing commitments (letters); • ToRs for the key consultants/contracts to be engaged by the project; • Finalized project logical framework, with particular emphasis on ecological indicators; • Lead the process of formulating of a practical, participatory M&E process for monitoring the impacts of the project on rangelands and livelihoods, and, use the information to prepare the Tracking Tools.

¹ Dollar amount per person week for the local consultant is consistent with the UN Rates for consultants

2. Exchange rates are subject to change

3. Dollar amount per person week for the international consultant is consistent with the UN Rates for international consultants
The international consultant will be procured within the Africa region.