



PROJECT PREPARATION GRANT (PPG)

PROJECT TYPE: MEDIUM SIZED

TYPE OF TRUST FUND: NPIF

Submission date: September 27, 2012

GEF PROJECT ID: 5170

GEF AGENCY PROJECT ID: 5148

COUNTRY(IES): Fiji

PROJECT TITLE: **Discovering nature-based products and building capacities for the application of the Nagoya Protocol on Access to Genetic Resources and Benefit Sharing in Fiji**

GEF AGENCY(IES): UNDP

GEF FOCAL AREA(S): Biodiversity

A. PROJECT PREPARATION TIMEFRAME

Start date of PPG	1 December 2012
Completion date of PPG	30 November 2013

B. PROPOSED PROJECT PREPARATION ACTIVITIES

The PPG funds will be used to undertake further in-depth analysis of key issues, undertake broader consultations through strong participation of all related government sectors, communities, private sector and the academia so that tangible, cost effective and replicable project actions can be outlined. The following key activities will be undertaken:

- **Detailed analysis and presentation on the background context including baseline investments**

PPG resources will be utilized to help ensure that the project design is based on past lessons learnt on past bio-prospecting efforts in Fiji and on best practices around the world. This will also ensure that project actions do not duplicate work already undertaken. A tentative list of stakeholders has already been identified in the PIF – including government agencies, local communities, academia NGOs, and the private sector. They, and additional stakeholders identified during the PPG, will be involved in generating and refining ideas to build ABS action plan that is relevant socially, culturally, economically and technically. The PPG will be used to define roles and responsibilities, including coordination and collaboration mechanisms, and means to strengthen them. Baseline financing for relevant actions will also be identified and gaps in baseline work will be clearly defined. As a part of the baseline analysis the strengths, weaknesses, opportunities and threats of existing decision making process, institutional arrangements, planning and approval systems for bio-prospecting and investment will also be undertaken, and capacity needs to strengthen sectoral actions and inter-sectoral programming and coordination will be identified. Opportunities for obtaining co finance from relevant planned and ongoing actions of the government, donors and others will be identified and cooperation mechanisms will be detailed. Associated with this, a detailed description existing institutional/policy/legislative framework for ABS in Fiji will be developed. The PPG resources will also be used to define the appropriate location, format and inputs required to establish a national database on ABS that can be easily accessed and regularly updated.

- **Confirmation of capacity building needs and most appropriate approaches and research / development interventions to be funded by NPIF, incrementality of proposed outputs and outcomes and local, national and global benefits to be generated**

The PPG will also be used to outline the investment that will be funded by the NPIF on bio-prospecting in Fiji and those to be co-funded. It will identify the needs and opportunities for Transfer of state of the art technology (hardware, software, and know how) for bio prospecting to Fiji with assistance of the private sector partners. It will also identify and outline the scientists to be trained on bio discovery techniques using such facilities. A business plan for the proposed screening centre will be developed. The project will also facilitate discussions with communities that will be involved in the project, so that they are fully aware of what is being proposed and how they might benefit from project actions.

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

A Strategic Results Framework with project Outputs, baselines, end of project targets and means of verification will be developed with full stakeholder participation. Qualitative and quantitative SMART indicators (including baseline measurements) at the project objective and outcome level will be determined to track progress. As strong stakeholder engagement is critical for project success, a major part of the PPG utilization will be on mobilizing stakeholder ideas and support to outline baselines, targets, indicators, means of verification etc. A monitoring and evaluation plan with budget will also be developed to aid these. This plan will also present roles and responsibilities of key stakeholders, as well as an appropriate budget allocation (based on best practices and UNDP/ GEF

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

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

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

Proposed Project Preparation Activities	Outputs of the PPG Activities	Trust Fund	Grant Amount (a)	Co-financing (b)	Total c = a + b
Updating and analysis of background context including baseline investments	1. National level Stakeholder assessment 2. Detailing of background context and financing – including institutional and policy context, threats, baseline projects and investments, and barriers 3. Capacity needs assessment of national focal agency vis-à-vis project objective	NPIF	5,000	80,000	85,000
Confirmation of capacity building needs and most appropriate approaches and research / development interventions to be funded by NPIF, incrementality of proposed outputs and outcomes and local, national and global benefits to be generated	4. Outline the investment that will be funded by the NPIF on bio-prospecting in Fiji and those to be co-funded. 5. Identification on needs and opportunities for Transfer of state of the art technology (hardware, software, and know how) for bio prospecting to Fiji with assistance of the private sector partners. 6. Identification of scientists to be trained on bio discovery techniques 7. A business plan for the proposed screening centre will be developed. 8. agreements with communities that will be involved in the project, so that they are fully aware of what is being proposed and how they might benefit from project actions and how they can maintain and enhance biodiversity at the marine areas	NPIF	10,000	70,000	80,000
Development of monitoring and evaluation framework for project results finalized, including roles and responsibilities of stakeholders'	1. Stakeholder involvement plan, institutional and coordination mechanisms , project implementation unit staffing and TORs 2. Project's results' framework and Monitoring and evaluation budget and plan	NPIF	10,000	40,000	50,000
Detailing of risks, their mitigation measures and sustainability assessment	3. Updated risks assessment and mitigation measure table 4. Sustainability assessment	NPIF	5,000	10,000	15,000
Total Project Preparation Financing			30,000	200,000	230,000

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

	Project Preparation	Agency Fee
Grant Amount	30,000	3,000
Co-financing	200,000	
Total	230,000	3,000

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

Trust Fund	GEF Agency	Focal Area	Country Name/ Global	(in \$)		
				PPG (a)	Agency Fee (b)	Total c = a + b
GEFTF	UNDP	Biodiversity	Fiji	30,000	3,000	33,000
Total PPG Amount				30,000	3,000	33,000

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

E. PPG BUDGET

Cost Items	Total Estimated Person Weeks for Grant (PW)	Grant Amount (\$)	Co-financing (\$)	Total(\$)
International consultants	2	5,000	30,000	35,000
Local consultants *	10	10,000	130,000	140,000
Travel		10,000	7,000	17,000
Workshops **		5,000	33,000	38,000
Miscellaneous***				
Total PPG Budget		30,000	200,000	230,000

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

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

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

F. GEF AGENCY(IES) CERTIFICATION

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

Agency Coordinator, Agency Name	Signature	Date (Month, day, year)	Project Contact Person	Telephone	Email Address
Yannick Glemarec, UNDP/GEF Executive Coordinator		09/27/2012	Sameer Karki Regional Technical Adviser, EBD, UNDP	+662 3049100 Ext.2729	sameer.karki@undp.org

Annex A

Consultants Financed by the Project Preparation Grant (PPG)

Type of Consultant	Position / Titles	\$/Person Week ¹	Estimated PWs ²	Total	Tasks to be Performed
International	International ABS expert	2,500	2	5,000	<p>Lead the overall proposal development process - provide inputs, based on international best practices on ABS and bioprospecting. Especially provide inputs to the:</p> <ol style="list-style-type: none"> 1. Detailing of monitoring and evaluation frameworks – especially target setting and monitoring progress 2. Outlining technical activities under Outcome 2 3. Baseline assessment and global benefits to be achieved 4. Stakeholder involvement plan, institutional and coordination mechanisms , project implementation unit staffing and TOR 5. Project's results' framework and Monitoring and evaluation budget and plan 6. Risks and mitigation measures 7. Sustainability analysis
Local	Capacity and knowlege management specialist	1,000	6	6,000	<p>Detailing out priority actions for national capacity building and national database development, based on national best practices to achieve:</p> <ul style="list-style-type: none"> • National stakeholders' capacity assessment and capacity development actions • Business plan to institutionalize training materials and continue future training
Local	Community mobilization facilitators (two staff)	500*2	20*2	4,000	<ul style="list-style-type: none"> • Local stakeholder assessment and plans for their involvement • Management institutional arrangements, and capacity needs assessment at community level • Community mobilization and awareness and sustained local involvement and benefits (including strong gender issues incorporation) • Socioeconomic information, including gender • Need assessment for capacity development

¹ Dollar amount per person week.

² Person weeks needed to carry out the task