



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

Submission date: 2 July 2009

GEF PROJECT ID¹: 3963

GEF AGENCY PROJECT ID:

COUNTRY: Venezuela

PROJECT TITLE: PROSALAFa-GEF: Promotion of Sustainable and Climate-Compatible Rural Development in Lara and Falc3n States (Venezuela)

GEF AGENCY(IES): IFAD

OTHER EXECUTING PARTNER(S): Ministry of Environment (Ministerio del Poder Popular para el Ambiente); Fundaci3n CIARA

GEF FOCAL AREA(S): Climate Change

GEF-4 STRATEGIC PROGRAM(S): Cc Sp6 (see preparation guidelines section on exactly what to write)

NAME OF PARENT/PROGRAM/UMBRELLA PROJECT (if applicable):

A. PROJECT PREPARATION TIMEFRAME

Start date of PPG	November 2009
Completion date of PPG	October 2010

B. PAST PROJECT PREPARATION ACTIVITIES (\$)

Not applicable

C. PROPOSED PROJECT PREPARATION ACTIVITIES (\$)

Describe the PPG activities and justifications: Project preparation will comprise a number of activities: (1) Baseline evaluations, which will include comprehensive review and analysis of the situation, and preliminary stakeholder consultations; (2) Awareness raising & consultation with key local and regional institutional stakeholders, to ensure an informed and willing engagement in the proposed project; (3) Development of project strategy and scope, incl. through in-depth analysis of project sites, options & potential alternatives; and (4) Project formulation, including compilation of technical documents, and also institutional framework and financing plan, and detailed formulation of logical framework as required to meet GEF and co-funding design. Activity (5), Project formulation management, will ensure the coordination, management and supervision of work and consultants. See full details of activities in Annex B.				
List of Proposed Project Preparation Activities	Output of the PPG Activities	Project Preparation Amount (a)	Co-financing (b)	Total (c = a + b)
1. Baseline Evaluations	Comprehensive review and analysis of situation in project area (incl. indicative adaptation/migration options; institutional capacity and legal framework assessments) & preliminary consultation with local stakeholders	28,217	12,897	41,114
2. Awareness Raising & Consultation	Awareness raising of proposed project and consultation/buy-in of key institutions in Lara & Falcon states	30,648	1,791	32,439
3. Development of Project Strategy and Scope	Project options identified and developed (incl. project site selection and strategy development; evaluation of alternatives)	21,750	34,826	56,576
4. Project formulation	Development of technical documents; preparation of full project document ready for submission to GEF	19,385	35,467	54,852

¹ Project ID number will be assigned by GEFSEC. If PIF has already been submitted, please use the same ID number as PIF.
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5. Project formulation management	Support staff & operational costs	0	28,245	28,245
Contingencies		0	6,000	6,000
Total Project Preparation Financing		100,000	119,226	219,226

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

	Project Preparation	Agency Fee
GEF financing	100,000	10,000
Co-financing	119,226	
Total	219,226	10,000

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

Not applicable

F. PPG BUDGET REQUEST

Cost Items	Total Estimated Person Weeks for GEF Grant (PW)	GEF (\$)	Co-financing (\$)	Total (\$)
Local consultants *	11	19,250	5,000	24,250
International consultants*	10	20,000	14,128	34,128
Travel (incl. DSA)		29,871	20,790	50,661
Translation		9,129	1,642	10,771
Consultations & Validation		21,750	26,500	48,250
Project Formulation Mgmt.		0	45,166	45,166
Contingencies		0	6,000	6,000
Total PPG Budget		100,000	119,226	219,226

* Annex A for Consultant cost details should be prepared first before completing this table. See notes on Annex A for the required detailed information.

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 (Month, day, year)	Project Contact Person	Telephone	Email Address
Dr. Rodney Cooke Acting Coordinator Global Environment And Climate Change Unit (GECC), Program Management Department (PMD) IFAD		2 July 2009	Mr. Jesús Quintana, Program Manager GECC Unit, PMD, IFAD	(+39) 06.5459.2210	j.quintana@ifad.org
<i>Please do not forget to copy the IFAD/GEF Registry on official communications: geccregistry@ifad.org</i>					

Annex A
Consultants Financed by the Project Preparation Grant (PPG)

Position / Titles	\$/ Person Week¹	Est. PWs²	Tasks to be performed
Local			
Institutional and capacity-building specialist	1,750	4	<ol style="list-style-type: none"> 1. Review existing institutional policies and practises 2. Identify stakeholder capacities and needs related to climate-friendly rural sustainable development 3. Analyse possible conflicts related to access and use of natural resources 4. Prepare and conduct planned consultation activities 5. Co-ordinate closely with other consultants and contribute to the formulation of relevant sections in the project document
Natural Resources and Climate Change Specialist	1,750	4	<ol style="list-style-type: none"> 1. Review of policies and practices related to community-based sustainable natural resource management, identifying key issues and barriers 2. Review existing adaptation and mitigation options through afforestation/reforestation and agroforestry, in coordination with the Climate Change Expert 3. Identify viable options for community-based NRM and climate change mitigation under semi-arid conditions 4. Develop strategies and recommendations for implementation 5. Co-ordinate closely with other consultants, and contribute to the formulation of relevant sections in the project document
Sustainable Financing Specialist	1,750	3	<ol style="list-style-type: none"> 1. Review existing legal frameworks and analyse feasibility of existing financial incentives and options for community-based natural resource management and climate change mitigation 2. Develop strategies and recommendations on sustainable financing and incentives for NRM and CC mitigation, for implementation in the project area 3. Co-ordinate closely with other consultants, and contribute to the formulation of relevant sections in the project document
International			
Team Leader & GEF Specialist	2,000	6	<ol style="list-style-type: none"> 1. Provide overall technical direction to team of consultants and general advice on GEF priorities 2. Identify expected global environmental benefits, design proper indicators and assess better methodologies to measure GEB indicators 3. Design incremental strategy as per GEF principles, ensuring that proposed project will be incremental to baseline activities 4. Guide technical institutional analysis and capacity assessment, ensuring consistency and coherence along GEF principles 5. Oversee project appraisal, scoping and selection of project sites, 6. Assess sustainability of project (financial, environmental, social)
Climate Change Expert	2,000	2	<ol style="list-style-type: none"> 1. Identify suitable methods to monitor and evaluate carbon sequestration in the project area, and potentials for up-scaling at national level 2. Identify necessary technology to enable this monitoring & evaluation 3. Clarify additionality of proposed outcomes and activities 4. Contribute to scoping of the project, assessment of project sites, and the design and formulation of the concerned section(s)
Economic/financial Specialist	2,000	2	<ol style="list-style-type: none"> 1. Preparation of cost tables 2. Carry out cost-benefit analysis of project options 3. Draft annex on financial modalities (financing & incremental cost analysis, disbursement, procurement & audit, etc.) 4. Assist in preparation of grant administration modalities, co-financing arrangements and other financial aspects

Annex B **PPG proposed activities**

Activity 1. Baseline Assessments

This activity will comprise a comprehensive baseline review and evaluation of the situation in the project area. Baseline evaluations will also include preliminary consultations with stakeholders where necessary.

Sub-steps include:

- Evaluate climate change impacts in the project area, and identify methods for monitoring of carbon storage /sequestration and the correlation with predominant vegetation types, as required for the implementation of different methods;
- Identification and analysis of potential natural resource management and climate change mitigation options for the project area, including strategies for implementation and principal risks/threats. Special emphasis will be placed on the analysis of financial compensation & reward mechanisms for community-based NRM and climate change mitigation, and recommendations for application in the project area;
- Appraisal of institutional capacities, awareness and needs at local and regional levels related to both climate change and sustainable natural resource management, and the linkages between the two;
- Analysis of the current legal frameworks related to proposed project interventions.

Outputs: 4 assessment reports with comprehensive analysis on the topics, and indicative project options.

Activity 2. Awareness Raising, Consultation and Validation

Under this activity, four awareness-raising/consultation workshops will take place with key institutional stakeholders respectively in Lara and Falcon States. 2 consecutive workshops will take place in each state, and will focus respectively on:

- 1st workshop (consultation): Following the baseline evaluations carried out under Activity 1, this workshop will inform the key institutional stakeholders in each state of the importance of the project, and to present and consult on potential project options, providing recommendations and/or alternatives by key institutional stakeholders in both Lara and Falcon States as an input for Activity 3;
- 2nd workshop (validation): During this workshop, the project strategy and scope developed under Activity 3 will undergo final consultation and validation with key institutional stakeholders, in a fully participatory manner.

Outputs: 2 consultation/validation events, including reports.

Activity 3. Development of Project Scope and Strategy

This activity will comprise the development of the project scope, including the appropriate selection of sites; and the preparation of the project strategy. Potential alternatives will also be identified.

Sub steps include:

- Rapid evaluation of possible sites for intervention (areas found within micro-watersheds). Sites will be evaluated according to characteristics such as soil and land degradation status; socio-economic situation; land uses; biodiversity; and community development potential;
- Final selection of sites, following extensive consultations with key local stakeholders including municipal governments and communities;
- Development of the project strategy, including identification of verifiable indicators and methodologies for monitoring;

- In-depth analysis of project options defined and identified in Activity 1;
- Final selection of most suitable project options following cost-benefit analysis, and in line with local and national priorities;

Outputs: Project strategy produced, including the logical framework and a tentative work plan, which will be discussed and validated with key stakeholders. Confirmation of the scope and nature of project interventions will be done in conjunction with key stakeholders (activity 2).

Activity 4. Project formulation (including development of technical documents)

Project formulation will include the following sub-activities:

- Compilation and integration of technical working documents on different aspects of the project building on activities 1, 2 & 3, including detailed descriptions of interventions and project sites and institutional arrangements;
- Refinement of project logical framework and implementation plan, after consultation with key stakeholders, and internal revision process by IFAD;
- Development of project institutional arrangements to ensure smooth project implementation and sustainability;
- Evaluation of climate change and other risks and integrate into project design;
- Development of budget and financing plan including facilitation of co-financing and integration with arrangements for associated IFAD loan;
- Development of M&E system to be integrated as far as possible with the M&E system of the PROSALAF A II project.

Outputs: The output will be the full project document prepared, with high quality standards, aligned to Venezuela's, GEF and IFAD priorities, and ready for submission to the GEF Secretariat. IFAD will cover the costs associated with writing the proposal.

Activity 5. Project Formulation Management

Project formulation management will include the coordination, management and supervision of the activities and personnel for the implementation of the PPG, project design process, and IFAD quality control.

The costs associated with this activity will be fully met by IFAD.