



**PROJECT PREPARATION GRANT (PPG)**

**PROJECT TYPE: Full-sized Project**

**TYPE OF TRUST FUND: GEF Trust Fund**

**Submission date:** 15 May 2013

**GEF PROJECT ID:** 4932

**GEF AGENCY PROJECT ID:** 858

**COUNTRY(IES):** Regional - Caribbean - Antigua & Barbuda; Cuba; Dominican Republic; Jamaica; Saint Kitts & Nevis; Saint Lucia; Saint Vincent & the Grenadines; Grenada, Barbados and Trinidad & Tobago.

**PROJECT TITLE:** Implementing Integrated Land, Water & Wastewater Management In Caribbean SIDS

**GEF AGENCY(IES):** UNEP, (select), (select)

**GEF FOCAL AREA(s):** MULTI FOCAL AREA

**A. PROJECT PREPARATION TIMEFRAME**

Start date of PPG	06/01/2013
Completion date of PPG	12/31/2013

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

Describe the PPG activities and justifications:  
 A project preparation phase is required to: consult with national stakeholders; develop integrated targeted innovative, climate-change resilient approaches in SLM, IWRM (including WUE), ICZM and maintenance of ecosystem services; determine how to strengthen national and regional SLM, IWRM (and WUE) and ecosystems monitoring, and prepare a jointly agreed indicator framework including the definition of baseline; assess how to engender policy, legislative and institutional reforms and enhance capacity building for SLM, IWRM/WUE and ecosystem services management taking into consideration climate change resilience building; and determine how to enhance knowledge exchange, best-practices, replication and stakeholder involvement. Therefore the following specific activities will be undertaken during the preparatory phase and will form the various inputs to the formulation of the FSP documentation for CEO endorsement.

List of Proposed Project Preparation Activities	Output of the PPG Activities	Trust Fund	Grant Amount (a)	Co-financing (b)	Total c = a + b
1. Development of integrated targeted innovative, climate-change resilient approaches in SLM, IWRM (including WUE), ICZM and maintenance of ecosystem services	A rapid water and land-related overview/diagnostic analysis (using a community participatory approach) for each participating SIDS conducted to inform the definition of innovative interventions based as well as appropriate on the outputs and lesson learnt of the GEF-IWCAM project and other relevant interventions.  10 documented multifocal country-specific, SLM, IWRM/WUE, ICZM	GEF TF	59,500	120,000	179,500

	<p>innovative climate-change adaptive, ecosystem service-sensitive interventions to form part of the FSP documentation and be implemented within the watershed management unit framework including as appropriate complete carbon sequestration calculations.</p> <p>Framework for a replication strategy developed for each innovative interventions/solutions project as input to the FSP documentation.</p> <p>5 documented small-scale initiatives addressing local challenges associated with water resources, sustainable land management including coastal zone management and ecosystem impairment to be funded through the GEF Small Grants Programme as input to the FSP documentation.</p>				
2. Development of a framework for strengthening of the SLM, IWRM (and WUE) and ecosystems monitoring and indicators	<p>A documented framework for a monitoring protocol for periodic assessment of identified environmental indicators including regional/ national SLM, IWRM/WUE, ICZM and relevant BD indicators and long-term monitoring requirements under the Cartagena Convention-LBS Protocol as input to the FSP documentation.</p> <p>Report on baseline conditions and completed BD, LD and IW tracking tools as input to the FSP documentation.</p>	GEF TF	30,000	30,000	60,000
3. Development of a framework for strengthening of the Policy, legislative and institutional reforms and capacity building for SLM,	A framework for enhanced coordination among relevant sectors for implementation of IWRM/WUE (inclusive of	GEF TF	50,000	50,000	100,000

IWRM/WUE and ecosystem services management taking into consideration climate change resilience building.	<p>ICZM) plans, the UNCCD Framework National Plans of Action (NAPs) and National Biodiversity Strategy, Action Plans (NBSAPs) and national climate change adaptation strategies as input for the FSP documentation.</p> <p>A documented framework for strengthening policy and legislation for the effective management of land and water resources and wastewater as input to the FSP documentation.</p>				
4. Enhancing knowledge exchange, best-practices, replication and stakeholder involvement	<p>A documented framework to capture best practices and lessons from other SIDS in SLM/ecosystems management, IWRM/WUE/ICZM as input to the FSP documentation.</p> <p>A documented framework to establish the most appropriate mechanism for a Community of Practice (COP) for SIDS, including a sound dialogue process to promote information exchange as input to the FSP documentation.</p> <p>A documented framework for an innovative ICT application and web portal as input to the FSP documentation.</p>	GEF TF	30,000	30,000	60,000
5. FSP Execution arrangement and monitoring and evaluation framework.	<p>Agreed project execution arrangement as input to the FSP documentation.</p> <p>Project organigram, decision flow chart and TORs for the various project components and the PCU as input to the FSP documentation.</p> <p>Costed Project management framework with SMART indicators as input to the FSP documentation.</p>	GEF TF	55,000	50,000	105,000
PPG coordination consultation	Consultation meetings with the 10 participating	GEF TF	75,000	70,000	145,000

	countries.  Validation workshop with IAs, EAs and participating countries.  Validated FSP content including roles, responsibilities and budget breakdown.				
<b>Total Project Preparation Financing</b>			<b>299,500</b>	<b>350,000</b>	<b>649,500</b>

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

	Project Preparation	Agency Fee
Grant Amount	299,500	28,452
Co-financing	350,000	
<b>Total</b>	<b>649,500</b>	

### D. PPG AMOUNT REQUESTED BY AGENCY(IES), FOCAL AREA(S) AND COUNTRY(IES)<sup>1</sup>

<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.

Trust Fund	GEF Agency	Focal Area	Country Name/ Global	(in \$)		
				PPG (a)	Agency Fee (b)	Total c = a + b
UNEP	GEF TF	Land degradation	Antigua & Barbuda	\$8,554	\$813	\$9,367
UNEP	GEF TF	Biodiversity	Dominican Republic	\$10,728	\$1,019	\$11,747
UNEP	GEF TF	Biodiversity	Jamaica	\$16,380	\$1,556	\$17,936
UNEP	GEF TF	Land degradation	St. Kitts and Nevis	\$6,370	\$605	\$6975
UNEP	GEF TF	Land degradation	St. Lucia	\$3,640	\$346	\$3986
UNEP	GEF TF	Land degradation	St Vincent & the Grenadines	\$6,370	\$605	\$6975
UNEP	GEF TF	Land degradation	Trinidad & Tobago	\$2,730	\$259	\$2989
UNEP	GEF TF	International Waters	All participating SIDS	\$244,728	\$23,249	\$267,977.00
<b>Total PPG Amount</b>				<b>\$299,500.00</b>	<b>\$28,452</b>	<b>\$327,952</b>

#### E. PPG BUDGET

Cost Items	Total Estimated Person Weeks for Grant (PW)	Grant Amount (\$)	Co-financing (\$)	Total(\$)
Local consultants *	102	154,500	200,000	354,500
International consultants*	12	36,000		36,000
Travel		24,000		24,000
<b>Total PPG Budget</b>		<b>214,500</b>	<b>200,000</b>	<b>414,500</b>

\* 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.

#### 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
Maryam Niamir-Fuller Director, GEF Coordination Office, UNEP		05/15/2013	Isabelle Van der Beck	+1-202-974-1314	<a href="mailto:Isabelle.vanderbeck@unep.org">Isabelle.vanderbeck@unep.org</a>

**Annex A**

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

Type of Consultant	Position / Titles	\$/ Person Week <sup>1</sup>	Estimated PWs <sup>2</sup>	Tasks to be Performed
National	PPG Coordinator and IWRM Expert	2,250	24	<p>Responsible for coordinating all PPG activities including but not limited to:</p> <ul style="list-style-type: none"> <li>• Responsible for the overall coordination of the preparatory activities according to the PPG work plan and ensure the timely completion of all PPG activities;</li> <li>• Ensure high quality of all documents/reports produced during the PPG phase for submission to agencies;</li> <li>• Development of UNEP and UNDP prodoc and draft Request for CEO Endorsement and annexes in consultation with the International Project Formulation Specialist (see below) including: Baseline Analysis, Project Strategies specifying Objective, Outcomes, Outputs and Activities, Coordination mechanisms with other initiatives, regional and national initiatives, Work-plan and Budget, M&amp;E Plan, Stakeholders Involvement Plan, co-financing letters, completion of all FA tracking tools, etc;</li> <li>• In consultation with national executing partners, and with the multidisciplinary team of consultants assist in the formulation all 10 multifocal area small scale interventions;</li> <li>• Engage with UNDP and support the formation of the project SGProgram;</li> <li>• Engage with the STAP as per the recommendations of the STAP screen sheet and ensure that all their comments are addressed in the CEO endorsement package</li> <li>• Act as IWRM expert in the PPG team, coordinate the IWRM inputs to the submission package, provide guidance to the national teams and review inputs accordingly.</li> </ul>
National	PPG Coordinator Assistant and admin	750	24	<p>Responsible for supporting the PPG coordinator including but not limited to:</p> <ul style="list-style-type: none"> <li>• Organizing all national and regional consultations;</li> <li>• Assisting with the preparation of work plan and budgets as input to the CEO endorsement package;</li> <li>• Facilitating editing and proof reading and packaging of the documentation for submission.</li> </ul>

National	National Coordinators	625	24	<ul style="list-style-type: none"> <li>• Responsible for coordinating the delivery of national inputs to the PPG coordinator and the multi-disciplinary team of experts including rapid environmental assessments as per Component 1;</li> <li>• Responsible for securing buy-in of all key national stakeholders including at the highest Ministerial level;</li> <li>• Responsible for validating the content of the national small scale intervention and any other products shared by the PPG coordinator;</li> <li>• Responsible for securing letters of co-financing commitment.</li> </ul>
National	Waste water specialist	2,250	8	Responsible for the design of all waste water management inputs to the national interventions and the regional components as described in components 1, 2, 3 & 4 in Table B above.
National	Land/biodiversity specialist	2,250	12	Responsible for the design of all BD and LD inputs to the national interventions and the regional components as described in components 1, 2, 3 & 4 in Table B above.
National	Forest/carbon accounting specialist	2,250	8	Responsible for the design of all SFM inputs to the national interventions and the regional components as described in components 1, 2, 3 & 4 in Table B above. Responsible for C calculations.
National	Marketing/communications/branding specialist	2,250	2	Responsible for the design of a framework for the communication/replication strategy for the project including elements of a partnership with the private sector.
International	Project Formulation Specialist	3,000	12	In close consultation with the PPG coordinator, responsible for the delivery of the submission package including the CEO endorsement document, the UNEP and UNDP project documents and relevant annexes and appendices including but not limited to: (1) a project Monitoring and Evaluation Plan ; (2) detailed project logframe building on each sub-component logframes; (3) a M&E framework ; (4) an incremental cost analysis; (5) detailed budgets on an activity-by-activity basis for both the GEF- and non-GEF funding; (6) execution arrangement, including terms of reference for project staff and experts to be contracted under the project and (7) Project Management Framework.

<sup>2</sup> Provide person weeks needed to carry out the task

