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**Agreed by UNDP Resident Representative**

|  |  |  |
| --- | --- | --- |
| *Resident Representative*  *Mr. Paolo Balladelli* | *Signature:* | Date*:* |
|  |  |  |

***INITIATION PLAN TEMPLATE***

***for a GEF Project Preparation Grant (PPG)***

Total budget:  **50,000 US$**

Allocated resources:

* GEF 50,000 US$
* UNDP (TRAC) 0 US$
* In-kind contributions 0 US$

Total Project Costs: 50,000 US$

CPAP Programme Component : **Angola MPA**

ATLAS Project Award: **00105412**

ATLAS Project ID: **00106694**

PIMS Project ID: **PIMS 6051**

Management Arrangement: **DIM**

**Project Title:** Creation of Marine Protected Areas in Angola

**Country:** Angola

**Expected CP Outcome(s)/Indicator (s):**

* **National capacity to manage at least 3 protected areas strengthened**

**Initiation Plan Start Date:** September 2017 (recruitment to commence in August)

**Initiation Plan End Date:** September 2018 (12 months)

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# Brief Description of Initiation Plan:

This initial plan is for development of a Medium-Sized Project (MSP) “*Creation of Marine Protected Areas in Angola”.*

The Project Identification Form (PIF) for the project was approved under the Biodiversity GEF Trust Fund allocation on 5th July 2017 (see Annex 1). In order to reach the stage of UNDP Project Document completion and MSP approval, project development includes a preparatory phase, which foresees the collection of information and gathering of useful data for project design, the validation of the indicative outcomes and outputs contained in the PIF, the development of a full M&E plan including appropriate indicators and baseline, a participatory plan to involve communities as well as the identification of implementing partners and negotiation pertaining to implementation arrangements and co-financing.

The UNDP Country Office in Angola will lead the project development process and manage the PPG budget. The PPG Atlas budget is presented in the Section III. “Total Budget and Work Plan”. The UNDP country office in Angola, supported by the UNDP-GEF Regional Technical Advisor for Ecosystems and Biodiversity in Africa, will be responsible for the selection and recruitment of PPG consultants (local and international), arranging travel and meetings, maintaining project disbursements, regular financial reporting to UNDP.

A PPG Steering Committee will be established to review and endorse PPG outcomes (this will be the same composition as the Steering Committee established for the GEF6 National Portfolio Formulation Exercise, plus a few additional stakeholders if so identified). A PPG Inception workshop will be conducted during the first two months of the PPG implementation. The purpose of the PPG Inception workshop will be to:

1. Re-introduce the PIF to all partners – bearing in mind that it will go through a series of changes since formulated by the national consultation process, including advances under the Benguela Current Marine Spatial Planning and Governance (MARISMA[[1]](#footnote-1)) project, changes to address GEFSEC comments and other adjustments.
2. Plan for the project preparation activities
3. Review the TORs for key experts/consultants and analyse information gaps
4. Agree on the project coordination mechanisms.

A final PPG validation workshop will be held at the end of the PPG period for all stakeholders to review the PPG activities and findings prior to submission to the GEF Secretariat.

The PPG will allow for the recruitment of 3 international consultants to work on the Request for MSP approval and a complete UNDP Project Document (PRODOC) using the appropriate templates, including required letters of co-financing. These documents will be prepared under the guidance of the UNDP Programme Manager and the Director General of the Institute for Biodiversity and Protected Areas (Ministry of Environment), working closely with relevant partners (NGOs, Agencies, CBOs, and private sector where required).

**DEADLINE:** The PPG phase will be completed within a period of 9 months: 1 month for recruitment of consultants and 8 months for implementation. The Request for GEF MSP approval and the UNDP Project Document plus ancillary documentation must therefore be nationally validated and finalized for internal UNDP clearance no later than **30th April 2018.** It is very important to respect the deadline, because the period for UNDP internal review and clearances may take up to 8 weeks before submission to GEFSEC. The documentation to be submitted for technical and financial clearance will include:

1. UNDP project document
2. Set of co-financing letters
3. UNDP’s Social and Environmental Screening
4. BD focal area Tracking Tools
5. Budget sheet in Excel
6. Maps, if applicable
7. GEF MSP approval Request, referring to the PRODOC and ancillary documentation and responding to comments received at PIF stage.

The PPG phase will be coordinated by UNDP and executed by the UNDP country office through direct execution modality.

# Project preparation activities:

The project preparation timeframe is as follows:

|  |  |
| --- | --- |
| Start Date of PPG | September 2017 |
| Internal UNDP Clearance | 30 April 2018 |
| Completion Date of PPG | September 2018 |

# Under the technical leadership of the UNDP GEF Regional Technical Advisor, the consultant team is expected to produce, in a timely manner and in full compliance with the set deadlines, a UNDP-GEF Project Document and a MSP approval document (using the appropriate templates) with a correct set of Annexes. This will be done through a balanced combination of consultations and studies as thoroughly described below. Technical guidance and support pertaining to the GEF modality (project scoping and budgeting, best practices, knowledge management, partnerships etc.) will be provided by the UNDP-GEF Regional Technical Advisor overseeing the project, by the Director of INBAC, and by the UNDP Office in Angola, which will in addition provide operational support for a fast and effective PPG implementation. The final documents will be submitted to GEFSEC within the agreed upon timeframe and with all support documentation required, including co-financing confirmation letters.

The overall project strategy and main components of the project were identified during the preparation of the PIF. To enable more detailed assessments and the definition of priority actions, PPG resources have been requested. These resources will be used to support more detailed analysis of baseline conditions and opportunities, to carry out necessary consultations, and to define the roles and responsibilities of different institutions for project implementation. PPG resources will be supplemented with resources mobilized for co-funding a number of analyses as detailed in below and specifically in Annex 2.

The PPG process will support a series of technical reviews (component A below), assessment of implementation arrangements and stakeholder engagement (component B below), financial analysis and confirmation of co-financing (component C below) and validation (component D below). The process and work plan is outlined in more detail in part C of the Implementation Plan.

## Component A: Technical review

1. Identify a single site for the creation and implementation of Angola’s first Marine Protected Area. Two sites are currently under consideration adjacent to an existing terrestrial PA. The preferred site is along 100 km of coastline adjacent to Iona National Park in southern Namibe Province including Foz do Cunene and Ilha dos Tigres which is extremely rich in fish, sea turtles and marine mammals and an important bird area (approx. 150,000 ha). The other site under consideration is along 100 km of the coastline of Quiçama National Park in Bengo Province, which harbours manatees and sea turtles (approx. 150,000 ha). This PPG process will confirm which MPA is to be proclaimed and gazetted, based on detailed ecosystem and biodiversity surveys of selected coastal and marine PAs (including wetlands, mangroves, etc.), inclusion of marine KBAs, analysis and determination of key threats and counter measures, definition of agency mandates and management structure, sustainable financing and stakeholder engagement. Propose approximate extension and limits of the new MPA, taking into consideration the afore-mentioned points as well as expected climate change impacts.
2. Review provisions under the 2004 Law of Biological Aquatic Resources[[2]](#footnote-2), and procedures and requirements for review or creation of nomination files and gazetting of the new MPA. Determine the type of protected status or category of MPA to be implemented. Look specifically at how Angola’s proposed National MPA Strategy and Action Plan, which will be approved by the Council of Ministers, can be formulated in close consultation with key institutions (including the Ministry of Fisheries and Petroleum) to ensure full integration with Angola’s Marine Spatial Plan, which is under development. Review the general policy environment of the project in relation to the establishment of a new MPA, including current Government and partner interventions in regard to PA management, water and watershed policy, energy (mining and petroleum), fisheries, tourism, etc.
3. Review status of the adjacent terrestrial Protected Area to assess current management effectiveness and determine the potential risks and benefits for the newly created, adjacent Marine Protected Area. Conduct a METT assessment for the new MPA. Review management planning and other activities to be financed by UNDP GEF PA projects (Iona and PA Expansion) as well as timelines for implementation in order to identify potential synergies with the current project.
4. Review and establish a clear economic business case for the creation of the new MPA (conservation of spawning grounds and its impact on adjacent fisheries, tourism value etc.). Review information on economic activities in the coastal and marine area of southern Angola (i.e. the proposed site of the MPA) and the possible impacts of MPA creation on local livelihoods. Look specifically at available information on communities living adjacent to the proposed MPA including numbers, livelihoods, living standards, etc. and collect information on local organizations (traditional communities, professional organizations of fishermen, traders etc.) that could serve as points of contact for the project.
5. Identify partnerships that will support implementation of a new National MPA Strategy and Action Plan and effective management of the proposed MPA. These will include management authorities, inter-ministerial and inter-sectoral coordination mechanisms. Look specifically at the potential close interaction between the new MPA and the fisheries management planning processes to be developed under the MARISMA project. Identify which stakeholders should be engaged to promote inclusive discussions among communities, local authorities, private sector, NGOs, academia and other partners regarding creation, management, enforcement and monitoring of MPA site.
6. Obtain a clear understanding, through extensive consultation processes and gender assessment of local uses of coastal and marine resources that are compatible with conservation objectives. Look specifically at whether the project can ensure that the uses on which local communities and women depend for their livelihoods will be permitted through appropriate regulations and zoning.
7. Determine baselines and indicators related to the management of the MPA and adjacent terrestrial areas including river and estuary systems impacting on the MPA, species monitoring and other potential inputs to support effective conservation and management.
8. Establish practical baselines and targets for restoration and rehabilitation of coastal biodiversity (e.g. mangroves) within the MPA (and in the relevant areas of the adjacent terrestrial PA management).
9. Review land and sea based threats and pressures that would have to be mitigated through the creation of the MPA and the implications of these pressures for the management and monitoring of the MPA. For example, locate any monitoring data related to water flows and pollution, particularly where it may impact the MPA. Identify baselines where possible otherwise define data to be collected prior to identifying baselines in project year one.
10. Undertake an institutional capacity assessment to clarify project scope and roles of partners. Clarify the role of the Institute for Biodiversity and Protected Areas (INBAC) in the project, particularly the capacity of INBAC to institutionalize project monitoring and the capacity-building inputs that would be required for the new MPA to be effective. In particular, assess opportunities for the establishment of a coastal and marine PA unit within INBAC with adequate staffing and financing, capacity to plan, create and co-manage (together with other relevant agencies such as Ministry of Fisheries, Coast Guard, etc.) the new MPA in an area of high biodiversity priority. The unit must also engage effectively with marine extractive sectors (including fisheries, oil and gas, etc.) to reduce threats to MPAs.
11. Assess opportunities for trans-boundary collaboration with neighbouring countries (e.g. Namibia) to manage the new MPA across national borders.
12. Assess the potential for building public awareness of marine and coastal conservation through multimedia outreach and education campaigns.
13. With due regard to all the above, refine the project scope and strategy.
14. Indicate how the project intervention plans will be synergistic with Government development plans, policies, budgets and complementary projects (including EBA, CC and IW projects, projects supported by other donors, etc.).
15. Complete the required GEF focal area tracking tools, including but not necessarily restricted to the following:

* PA Financial Sustainability Scorecard
* Conduct METT assessment for new MPA
* Capacity Development Scorecard (scope to be defined based on needs for capacity development as they are defined)

1. Conduct stakeholder consultations as needed to refine the project approach. Engage with the UNDP GEF Angola team to mobilize and engage stakeholders as needed. Negotiate partnerships with on-going projects to align their activities and build synergies. Document these consultations.

## Component B: Institutional arrangements, monitoring and evaluation

The outputs of Component A will be used as technical input to Component B for the formulation of the UNDP-GEF ProDoc.

1. **Finalization of project results framework**: Further define the results framework with appropriate objective-level and outcome-level quantitative and qualitative SMART indicators, baseline and end-of-project targets. Special attention will be made to include socio-economic and gender disaggregated indicators.
2. **Definition and costing of monitoring and evaluation (M&E):** A detailed M&E work plan will be developed, including clear identification of responsibilities and accountabilities, as well as an appropriate M&E budget, including identifying if and where UNDP cost recovery is to be applied outside of the normal project cycle management costs (agency fee). The textual part of the plan in the PRODOC will be based on the standard template provided in the UNDP-GEF project document template that reflects the mandatory requirements of the GEF M&E Policy. What is needed is a more thorough description of how indicators will be informed upon on periodic basis, embedding this work and their costs in the activities and budget respectively.
3. **Define a sustainability plan**: The sustainability plan will outline the principles and guidelines for ensuring the long-term sustainability of project achievements, particularly the innovative landscape management initiatives. It will also outline an exit strategy, seeking the continuation of key activities/achievements.
4. **Define a gender mainstreaming plan**: In order to prevent negative impacts of the creation of MPAs on women in the local communities, it will therefore be essential to obtain a clear understanding, through extensive consultation processes and gender assessment, of local uses of coastal and marine resources that are compatible with conservation objectives and to ensure that those uses on which local communities and specifically women depend will be permitted through appropriate regulations (and zoning). A project-specific gender mainstreaming plan will be developed.
5. **Definition of management arrangements**: The organisational structure governing the project will be decided. This will include further clarification of the project board (Steering Committee) and other applicable arrangements.
6. **Stakeholder consultations under Component B**: Key agencies will be involved in the development of the project strategy to ensure a strong national ownership. In close collaboration with key government, representatives and other stakeholders ensure full participation in the development of the project results framework and ensure agreement on the revised (from the PIF) project objectives and outcomes. Undertake consultations to secure agreement on project implementation arrangements, including roles, responsibilities, and accountabilities of implementing agencies, responsible parties, etc. Document these consultations in the form of: a) an expanded stakeholder matrix (from the PIF); b) a stakeholder engagement plan; and c) coordination with related activities.

## Component C: Financial planning and co-financing investments:

1. Prepare a detailed multi-year budget following the standard template provided in the UNDP-GEF project document template that reflects the mandatory requirements of the GEF M&E Policy.
2. Explore multilateral and bilateral co-financing opportunities: Undertake a series of consultations with partners to ensure a coherent and sustainable financing package for the project including post-GEF grant phase.
3. Ensure completion of required co-financing letters: The letters will be obtained from participating government institutions, development partners, NGOs and private sector entities that wish to provide voluntary contributions to the project, including funds managed by the partners themselves.
4. Stakeholder consultations during Component C: PPG activities will include studies and consultations with various stakeholders to complete the required GEF documentation.

## Component D: Validation workshop

A validation workshop will gather representatives from all relevant stakeholder groups to present, discuss and validate the final draft project document and ancillary documentation.

# Project preparation activities work plan, timeframe:

| **Components** | **Activities/Tasks** | **Coordination / Impl. Partner** | **Inputs** | **2017-18** | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Aug** | **Sept** | | **Oct** | **Nov** | **Dec** | **Jan** | **Feb** | **Mar** | **Apr** |
| Recruitment | Hiring of consultants | UNDP | UNDP | X | X | |  |  |  |  |  |  |  |
| Inception | PPG inception workshop to clarify priorities and coordination and to confirm an overall work plan for the PPG | INBAC/UNDP | UNDP |  |  | | X |  |  |  |  |  |  |
| Stakeholder capacity | Analysis of stakeholder capacities and interest in the project to prepare a stakeholder matrix (referring to the stakeholder capacity assessment in preparation by an independent consultant) | INBAC | TL/UNDP |  |  | | X |  |  |  |  |  |  |
| Updating of project data | This phase of the PPG will include review and elaboration of the basic concepts as outlined in the PIF, identify and close data gaps, etc. Technical consultants will be fielded under this phase to provide specific technical inputs into the project design. | | | | | | | | | | | | |
| Technical review | Identify a single site for the creation and implementation of Angola’s first Marine Protected Area. | INBAC | TL/MS |  | X |  | |  |  |  |  |  |  |
| Review general policy environment and provisions under the 2004 Law of Biological Aquatic Resources, and procedures and requirements for review or creation of nomination files and gazetting of the new MPA | INBAC/TL | TL |  | X | X | |  |  |  |  |  |  |
| Review status of the adjacent terrestrial Protected Area to assess current management effectiveness. Conduct METT assessment for new MPA. | MS/TL | MS |  | X | X | |  |  |  |  |  |  |
| Review and establish a clear economic business case for the creation of the new MPA. | INBAC/MS | MS |  |  | X | | X |  |  |  |  |  |
| Identify partnerships that will support implementation and effective management of the new MPA | INBAC/MINAMB/Fisheries | TL/MS/LS |  | X | X | |  |  |  |  |  |  |
| Determine baselines and indicators related to the management of the MPA and adjacent terrestrial areas | INBAC/Fisheries | MS |  |  | X | | X |  |  |  |  |  |
| Assess the potential for building public awareness of marine and coastal conservation through multimedia outreach and education campaigns | TL/LS | TL/MS |  |  | X | | X |  |  |  |  |  |
| Assess opportunities for trans-boundary collaboration with neighbouring countries (e.g. Namibia) | INBAC/UNDP | TL/MS |  |  |  | | X | X |  |  |  |  |
| Complete an institutional capacity assessment to assist definition of roles of project partners | INBAC, all potential project partners | TL/LS |  |  |  | | X | X |  |  |  |  |
| Consultation | Conduct detailed stakeholder consultations and analysis, including government agencies, NGOs, the private sector and civil society, to identify key players and ensure inclusive consultation. The potential role for different partners in the project will be defined, as will the specific linkages between other projects and programmes | All stakeholders | TL |  | X | X | | X | X | X | X | X | X |
| **Preparation of the PRODOC** | The final output of the PPG phase will be a UNDP-GEF project document and GEF MSP approval Template ready for submission to UNDP and GEF, with all required supporting annexes, tracking tools and background information | | | | | | | | | | | | |
| Formulation | With reference to the technical review stage:   * Analyse baselines, identify and fill key gaps in information noted in the PIF to strengthen the project design * Agree a scope for the project, including geographical areas for various activities, based on the conceptual elements outlined in the PIF * Integrate the project with relevant development plans, policies, budgets and complementary projects * Complete required GEF tracking tools, including the Financial Sustainability Scorecard, METTs, Capacity Development Scorecard | INBAC | TL/MS/LS |  |  | X | | X | X |  |  |  |  |
| Project benefits, costs and risks | * Summarize the local, national and global biodiversity benefits of the project. * Analyse the barriers to adoption of sustainable marine and coastal management approaches * Analyse project risks and mitigation measures * Undertake a cost effectiveness analysis to identify the most effective project alternatives | INBAC/partners | TL/MS |  |  |  | | X | X |  |  |  |  |
| Project Logframe | * Conduct a workshop with stakeholders to develop the Logical Framework for the Project * Finalize the results framework with appropriate objective-level and outcome-level quantitative and qualitative SMART indicators, and end-of-project targets. (Special attention should be paid to the inclusion of socio-economic and gender disaggregated indicators.) | INBAC/partners | TL/MS/LS |  |  |  | | X |  |  |  |  |  |
| Activities | * Prepare a detailed design of the project activities which are incremental compared to baseline activities | INBAC/partners | TL, MS |  |  |  | | X | X | X |  |  |  |
| M&E aspects, sustainability, replication, gender proofing | * Define a M&E plan: Ensure completeness of the M&E work plan, including clear identification of responsibilities and accountabilities, how to track the project’s progress and effectiveness, the financial and other baselines, and the targets and indicators, as well as an appropriate M&E budget * Define a Sustainability Plan: Analysis of the social, institutional, economic and financial sustainability of the proposed project activities, outline of the principles and guidelines for ensuring the long-term sustainability of project achievements. Also outline an exit strategy, seeking the continuation of key activities/achievements. * Define a learning (adaptive management) plan, including potential lessons learned and knowledge products * Define a replication plan to ensure that project interventions are taken forward within wider landscape and coastal planning initiatives (MARISMA, etc.) * Ensure that gender aspects are fully incorporated into the project strategy | INBAC/partners | TL/MS/LS |  |  |  | | X | X | X | X |  |  |
| Institutional and management arrangements | * Establish an institutional framework for project partners/co-financiers in the project implementation and to ensure close coordination with co-financed baseline activities * Establish and define a communication mechanism among key stakeholders / partners * Define management arrangements. | INBAC | TL, MS |  |  |  | |  | X | X | X |  |  |
| Implementation plan | * Finalize an implementation plan along with institutional structure & manpower plan for project implementation, monitoring and knowledge dissemination | INBAC | TL/MS |  |  |  | |  |  | X | X |  |  |
| Financial planning and co-financing investments | * Prepare a detailed multi-year budget * Negotiate and confirm relevant multilateral and bilateral co-financing opportunities as originally identified in the PIF but building upon the initially identified co-financing if possible * Completion of all required official endorsement letters from project partners * Obtain letter of commitment for all co-financing | INBAC | TL |  |  |  | |  |  |  | X | X |  |
| Drafting of the PRODOC | * Draft PRODOC and responses to comments (if any) | INBAC/UNDP | TL |  |  |  | | X | X | X | X | X | X |
| Validation workshop | * Conduct a validation workshop at the end of the PPG to present the draft logical framework for the project and the project implementation strategy, and to seek particular stakeholder input into issues and barriers. | INBAC/UNDP | TL |  |  |  | |  |  |  |  | X |  |
| Screening | * Complete (update) Environmental and Social Screening |  | TL |  |  |  | |  |  |  |  | X |  |
| Finalization and Submission of the PRODOC and MSP approval Request | Final PRODOC & MSP approval Request. Four key deliverables will be included in these docs:   * A detailed project strategy, including baseline summary, barrier analysis, incremental cost analysis, cost-effectiveness, and risks * A detailed LFA and agreed log frame * A detailed budget * A detailed monitoring and evaluation plan | INBAC | TL |  |  |  | |  |  |  |  |  | X |
| Required UNDP + GEF Project Documents | * Project Document (Prodoc) submitted for UNDP-GEF RTA clearance * MSP approval document prepared in close collaboration with UNDP-GEF RTA - includes response to comments | INBAC/UNDP | TL |  |  |  | |  |  |  |  |  | X |

TL = Team Leader (Lead International Expert) (int.)

MS = Marine Specialist (int.)

LS: Livelihoods and Gender Specialist (nat)

# Total Budget and Work Plan:

|  |  |
| --- | --- |
| **Award ID:** | 00105412 Project ID: 00106694 |
| **Business Unit:** | AGO10 |
| **Department ID** |  |
| **Project Title:** | *Creation of an MPA in Angola* |
| **Project ID:** | 6051 |
| **Implementing Partner** | UNDP |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **GEF Outcome/Atlas Activity** | **IP /Resp Party** | **Fund ID** | **Donor Name** | **ERP / ATLAS Budget Code** | **Atlas Budget Description** | **Total all years (USD)** | **2017 (USD)** | **2018 (USD)** | **Budget Notes** |
| PPG Activities | UNDP | 62000 | GEF Trustee | 71200 | International Consultants | 25,200 | 13,200 | 12,000 | a |
| PPG Activities | UNDP | 62000 | GEF Trustee | 71200 | International Consultants | 4,800 | 4,800 | 0 | b |
| PPG Activities | UNDP | 62000 | GEF Trustee | 71200 | International Consultants | 3,500 | 3,500 | 0 | c |
| PPG Activities | UNDP | 62000 | GEF Trustee | 71600 | Travel | 7,000 | 4,000 | 3,000 | d |
| PPG Activities | UNDP | 62000 | GEF Trustee | 71600 | Travel | 5,500 | 3,000 | 2,500 | e |
| PPG Activities | UNDP | 62000 | GEF Trustee | 72100 | Contractual Services (Company) | 3,000 | 1,500 | 1,500 | f |
| PPG Activities | UNDP | 62000 | GEF Trustee | 74500 | Miscellaneous | 1,000 | 500 | 500 | g |
| GEF Total PPG |  |  |  |  |  | 50,000 | 30,500 | 19,500 |  |

|  |  |
| --- | --- |
| **Notes** |  |
| a | Team Leader and Writer – BD PRODOC preparation expert – international (42 days @ $600) |
| b | Marine Specialist – international (8 days @ $600) |
| c | Livelihood and Gender Specialist – international – (10 days @ $350) |
| d | International travel for PPG consultant (2 x $2,500 for lead writer), domestic travel for international consultants and local project development team |
| e | DSA for lead writer (x15) = $200 x 15 = $3,000, DSA for international consultants (5 x $200 = $2,500) |
| f | Workshops (inception and validation) |
| g | Miscellaneous charges |

# Annex 1: GEF CEO PIF approval letter

# cdvt

# Annex 2: Summary of Consultants Financed by the Initiation Plan

**Overview of PPG Consultants**

|  |  |  |
| --- | --- | --- |
| **Consultant category** | **Position / Titles** | **Max duration** |
| **PPG Financed:** | | |
| International Consultant | Team Leader: BD Focal Area PRODOC preparation expert (TL) | 42 days |
| International Consultant | MPA specialist (MS) | 8 days |
| International Consultant | Livelihoods and Gender Specialist (LS) | 10 days |

**Terms of Reference for National and International Consultants**

| ***Position Title*** | ***US$/person day*** | ***Estimated person days*** | ***Tasks to be performed (basic TORs)*** |
| --- | --- | --- | --- |
| Team Leader:  Biodiversity Focal Area ProDoc preparation expert | 600 | 42 days | * Will be responsible for preparing the full PRODOC, together with the MSP approval request, tracking tool, social and environmental screening, and letters of cofinance. * Work alongside other PPG consultants to ensure the timely drafting of the required documents for submission to the GEF, strictly adhering to the agreed deadlines and ensuring quality control. * Lead process to identify a single site for the MPA creation in collaboration with stakeholders * Review provisions under Angolan law for creation and management of MPAs * Review status of adjacent terrestrial PA and its influence on the new MPA * Identify partnerships that will support MPA creation and management * Obtain clear understanding of local use of marine resources and its influence on the new MPA * Determine baselines and indicators related to the new MPA’s management * Undertake institutional capacity assessment with regard to MPA creation and management * Assess potential for building public awareness for marine and coastal conservation * Show how project will be synergistic with Government development plans * Compile and summarise the analysis that supports the development of the project scope and approaches. * Play a pivotal role in developing a work plan and coordinating the input and outputs of all consultants and in overseeing quality. * Finalize the project results framework, M&E plan, replication plan, adaptive management plan and sustainability plan. * Plan all activities of the project. * Define the schedule, and the multi-year work plan and budget for the project. * Clarify the additionality of the proposed outcomes and activities, and ensure that the project approach is the most cost-effective according to GEF guidelines. * Propose institutional and implementation arrangements in synergy with already existing arrangements for other GEF projects in the country. * Complete the required GEF focal area tracking tools * Prepare multiyear budget * Explore cofinancing opportunities * Address all comments on the project design by the Scientific and Technical Advisory Panel and in the GEF review sheet. * Facilitate the process of confirming the co-funding and co-financing plan. * Facilitate consultations with all relevant stakeholders regarding the proposal, including detailed budget, detailed TORs for all project staff, and a detailed activity and work plan, in line with GEF eligibility principles. * Prepare indicative procurement plan which will be confirmed by the Country Office. * Work with the CO to select an indicator for one of the outcomes of the IRRF.   Qualifications and experience:   * Minimum postgraduate degree in Environmental or Biological Sciences, International Development, or a related subject. * Proven and extensive international experience in environment and natural resources management projects. * Proven experience in UNDP-GEF project formulation/design, including the drafting of GEF-compliant project documents and endorsement requests. * At least 10 years’ experience designing and/or implementing environment and natural resources management activities in developing countries; direct experience in MPA projects or similar projects is desirable. * Ability to conduct research and analysis, with strong synthesis skills. * Experience working with international organizations, including UNDP, is preferred but not required. * Previous experience working in Africa is an advantage. * Experience in Angola is desirable. * Fluency in English and Portuguese is required. |
| MPA specialist | 600 | 8 days over 2 months | * Review the conservation needs and benefits (biological rationale) of creating an MPA at one of the two potential sites, either adjacent to Iona or to Quiçama National Park. * Review and establish a clear economic business case for the creation of this MPA (conservation of spawning grounds and its impact on adjacent fisheries, tourism value etc.). * Propose approximate extension and limits of the new MPA, taking into consideration the afore-mentioned points as well as expected climate change impacts. * Review land and sea based threats and pressures that would have to be mitigated through the creation of the MPA and the implications of these pressures for the management and monitoring of the MPA. * Provide a brief review of other MPAs in the southern Africa region with their biological and economic impacts and the lessons that can be drawn from these prior experiences for the new MPA in southern Angola. * Assess opportunities for transboundary collaboration on the MPA * Assist in the definition of baselines and indicators related to the management of the MPA and adjacent terrestrial areas including river and estuary systems impacting on the MPA. * Review entire PRODOC and provide detailed comments and input on all sections.   Qualifications and experience:   * Minimum University degree in marine biology or a related subject * At least 5 years’ experience in marine biology research and assessment in Africa; specific knowledge of fisheries in the southern Africa region * Specific experience in MPA design and management is required * Past experience in UNDP-GEF project formulation/design is an advantage. * Ability to conduct research and analysis, with strong synthesis skills. * Fluency in English is required; ability to read Portuguese documents is a distinct advantage |
| Livelihoods and Gender specialist | 350 | 10 days over 2 months | * Collect and review available information on communities living adjacent to the proposed MPA including numbers, livelihoods, living standards etc. * Review information on economic activities in the coastal and marine area of southern Angola (i.e. the proposed site of the MPA) and the possible impacts of MPA creation on local livelihoods * Collect information on local organizations (traditional communities, professional organizations of fishermen, traders etc.) that could serve as points of contact for the project * Review gender aspects of the impacts of possible use restrictions (eg for fishing) of the proposed MPA * Propose activities that could mitigate negative impacts of MPA creation on local livelihoods with focus on vulnerable groups and women   Qualifications and experience:   * At least MSc level in any relevant social science * At least 5 years’ experience in working with and about communities and local livelihoods in southern Africa, and preferably in Angola. * Specific knowledge and experience of UNDP-GEF projects is an advantage * Excellent communication skills * Excellent analytical and reporting skills * Fluent written and oral communication in English and Portuguese |

# Annex 3. Guidance on Tracking Tools

PA Financial scorecard

[1] Iona Marine (or Quicama?) Protected Area

METT assessment for new MPA required

[1] Iona (or Quicama?) Marine Protected Area

Capacity development assessment scorecard

To be developed following completion of the stakeholder capacity assessment report.

1. The 5-year project ‘Marine Spatial Management and Governance (MARISMA) of the Benguela Current Large Marine Ecosystem (BCLME)’ project (2015-2020) supports the Benguela Current Commission (BCC), its member states Angola, Namibia and South Africa, and other stakeholders and key players in the marine management sector to enable ocean development planning for an enhanced sustainable management and governance of the BCLME’s marine biodiversity and natural resources. The main focus of the project is capacity development at various levels, to implement and institutionalize Marine Spatial Planning (MSP) and to identify and describe the region’s “Ecologically or Biologically Significant Marine Areas (EBSAs)”. The project includes developing management and governance strategies, policies as well as legal and institutional frameworks, which relate to and are conducive for MSP and EBSAs. It supports partners in implementing measures for their application and coming-into-force. [↑](#footnote-ref-1)
2. The Law of Biological Aquatic Resources of 2004 provides a legal basis for the creation of various types of aquatic protected areas, including Integral Aquatic Reserve (art. 80), Aquatic National Park (art. 81), Aquatic Natural Reserve (art. 82), Partial Reserve (art. 83), and Natural Monument (art. 84). The law also establishes wetlands, mangroves, reefs and nursery areas as protected ecosystems (art. 86). [↑](#footnote-ref-2)