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Initiation Plan / GEF PPG

Empowered lives.
Resilient nations.

Project Title: Integrated Collaborative Approaches for Sustainable Tourism (iCoast) in the Dominican Republic

Country: Dominican Republic

Country Programme Outcome: Caribbean people, communities and institutions have enhanced their adaptive capacity for inclusive, gender-responsive disaster risk management and climate change adaptation and mitigation.
Output 3.1: Government and private sector capacities enhanced to implement solutions for energy efficiency and transitioning to low emission energy and transport systems.

Gender Marker rating: *GEN2*

SES Pre-Screening Categorization: *Moderate*

Quantum Project ID: 01003692 Quantum Award ID: 1372264 PIMS number: 10108 Management Arrangement: *NIM*	**Total budget:** Allocated resources: • GEF • Government • UNDP	**US$150,000** US$150,000 US$0 US$0

DS
PC

AGREED BY

DocuSigned by:
78E3ED8D7540490...

17-Feb-2025

Ana María Díaz		*Day/Month/Year*
Resident Representative[1]	Signature	Date

[1] Edit as necessary. Include other Agency as necessary.

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I. BRIEF DESCRIPTION OF THE INITIATION PLAN/GEF PPG

Objective & Final Outputs

The objective of the GEF PPG is to develop the project concept into a full project: Integrated Collaborative Approaches for Sustainable Tourism (iCoast) in the Dominican Republic. As described in the project concept (PIF/child project concept note), this project aims to influence behavioral changes through the introduction of sustainable tourism approaches, practices, technologies and business models through the development of a coherent policy and regulatory environment, increase the availability of financial incentives and financing that can support a transition to sustainable practices, demonstrate sustainable business models and practices as well as create awareness and ensure knowledge dissemination.

The following information is to be consulted as background for the GEF PPG phase:

- PIF cleared for WP inclusion or GEF Council approved PIF (PFD and child project concept note for projects that are part of a program)
- SES pre-screening (of PIF)
- Comments from GEF Secretariat, Council, STAP
- Annotated UNDP-GEF Project Document Template and associated guidance included therein
- UNDP policies and procedures
- UNDP-GEF guidance notes on GEF project development (which will be provided by the RTA) and
- GEF polices on: Project Cancellation; Fee Policy for GEF Partner Agencies; Project and Program Cycle; and Minimum Fiduciary Standards for GEF Partner Agency (in particular sections dealing with the required separation of oversight and execution support services). All GEF policies are available here.

The final outputs of the GEF PPG are:

1. UNDP-GEF Project Document (ProDoc).
2. Mandatory annexes to the ProDoc
3. GEF CEO Endorsement Request and all mandatory annexes; and
4. Validation Workshop report (required for projects with a high SESP categorization, as appropriate for all others).

Any additional studies and other reports produced under the GEF PPG and not included in Annex to the project document will be submitted to UNDP and saved for future reference.

Key Dates for the GEF PPG

Milestone	Date	Notes
Internal submission date for BPPS review and clearance	*20 Oct. 2025*	PFD or IP child projects: within 8 months before the program commitment deadline included in the PFD
First GEF Submission Deadline for CEO Endorsement	*20 Dec. 2025*	PFD or IP child projects: must be within 6 months before the program commitment deadline **Failure to submit a ProDoc and CEO ER to the GEF Sec by this date will lead to the automatic cancellation of the project by the GEF Sec.**
CEO Endorsement Deadline after which the project will be cancelled if not endorsed	*20 June 2026*	PFD or IP child projects: program commitment deadline

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		If the project has not been CEO endorsed by the deadline, it will be automatically cancelled by the GEF Sec.

Management Arrangements

The UNDP Country Office in the Dominican Republic will lead the project development process and manage the GEF PPG budget in full consultation with the BPPS VF unit and the Regional Technical Adviser. The GEF PPG Quantum budget is presented in *Section IV: Total Budget and Work Plan*.

As appropriate, a Working Group will guide the GEF PPG team and review and endorse the GEF PPG deliverables. The Working Group is responsible for ensuring that the deliverables outlined in this GEF PPG are completed on time and in line with UNDP and GEF requirements. The *RR or his delegate* will chair the Working Group. Working Group members will include: UNDP CO, Ministry of Tourism and relevant agencies, the Ministry of the Environment and Natural Resources, the Ministry of Finance, Planning and Development, the Ministry of Higher Education, Science and Innovation, Ministry of Culture, Industry Association of the Dominican Republic (AIRD), ASONAHORES (hotel sector), UN Tourism – UNWTO, Private Sector Organization of the Dominican Republic, CSOs, Academia, among others.

The GEF PPG team will be composed of the consultancies described in the draft Terms of Reference (TORs) in Annex 2.

II. STAKEHOLDER ENGAGEMENT, PUBLIC DISCLOSURE, AND OTHER REQUIREMENTS

To ensure strong country ownership and in line with the stakeholder engagement requirements outlined in UNDP's Social and Environmental Standards (SES), the SES Guidance Note of Stakeholder Engagement, the GEF's Guidelines on the Implementation of the Policy on Stakeholder Engagement and the GEF Policy on Gender Equality, the development of the project to be undertaken during this GEF PPG phase will be done in full consultation and close engagement with government, CSO and other relevant stakeholders – in particular those who will benefit from and be directly involved in the implementation of the project (i.e., direct project beneficiaries) and those who may be impacted (positively or negatively) by the project. Stakeholder Engagement and analysis must be conducted in an inclusive and gender-responsive manner so that the rights of women and men and the different structural barriers, knowledge, needs, roles, and interests of women and men are recognized and addressed.

Careful and complete documentation of stakeholder engagement is vital. Detailed evidence of all consultations will be prepared and submitted to UNDP. A list of the consulted stakeholders and details of the associated meetings will be included in the Stakeholder Engagement Plan (see section B-a below).

If the fully designed project has an overall Social and Environment Screening Procedure (SESP) categorization of moderate, substantial, or high, then the following disclosure requirements apply:

1. A final validation workshop report will be prepared summarizing the outcomes of the validation workshop and other consultations undertaken during the PPG phase. This report will become a key reference document should an environmental and social complaint/grievance be filed during project implementation. This is mandatory for high and substantial risk projects and recommended for moderate risk projects.

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2. The UNDP-GEF project document, SESP and related draft management plans and frameworks, and other relevant information/documents will be made available to the public on the UNDP Country Office website or open.undp.org. These documents should be available 30 days before the LPAC meeting for moderate risk projects, 60 days in advance for substantial risk projects, and 120 days in advance for high-risk projects.

See the SES Supplemental Guidance on Disclosure for more information.

III. GEF PPG Activities

Component A: Preparatory Technical Studies & Reviews

The following technical studies and reviews will be conducted.

a. Desktop and field-based studies and data collection

This research should produce the background information required to prepare the ProDoc (including its Annexes) and CEO Endorsement Request, including but not limited to the following:

- Development challenge and strategy (including threats, problems, and barrier assessment);
- Review of national policy and legislative frameworks;
- Problem and solution trees, assumptions and risks, developed in consultation with project stakeholders for a robust Theory of Change, Results Framework, and solid M&E plan;
- Review of relevant past and ongoing projects for lessons, including project evaluations; and
- Any other analyses required to address all comments on the PIF received from GEF Secretariat, GEF Council members, and STAP.

b. Gender Analysis

A gender analysis will be prepared to fully consider the different needs, roles, benefits, impacts, risks, differential access to and control over resources of women and men (including considerations of intersecting categories of identity such as age, social status, ethnicity, marital status, etc.) and to identify appropriate measures to address these and promote gender equality and women's empowerment. See the guidance available here.

c. Social and Environmental Standards: Screening and Assessments

The social and environmental safeguards will be prepared during the PPG design phase to determine the overall risk categorization of this project and potential safeguard risks will also be assessed during the PPG phase.

An SES Framework –namely, an Environmental and Social Management Framework – ESM –will be prepared to ensure that the necessary assessments are carried out during project implementation. The standard templates are available in the UNDP SES Toolkit. The Framework(s) and ProDoc must clearly state that none of the associated project activities will commence until: the assessment(s) have been completed; the required management plan(s) have been prepared, and the plan(s) have been publicly disclosed and approved by the Project Board.

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d. Identification of project sites

Based on the above reviews and through consultation with stakeholders, the targeted project sustainable business models and sites will be identified. This should include providing geographic coordinates, maps, and shapefiles for inclusion in the ProDoc.

e. Financial planning, co-financing, and investment mobilized

Co-financing and investment mobilized – as defined in the GEF Policy and Guidelines on co-financing - will be confirmed, and additional sources identified through a series of consultations with partners to ensure a coherent and sustainable financing package for the project, including post-GEF grant phase to the extent possible. The GEF is seeking high co-financing/investment mobilized to GEF grant ratios with a preference for grants, loans, and other public investments over in-kind co-financing. The GEF also expects the Government to significantly support the costs associated with project execution (i.e., PMC).

f. Stakeholder analysis

Building on the initial identification of stakeholders in the PIF, an appropriately scaled analysis of project stakeholders will be undertaken. This stakeholder analysis will provide the foundation for developing the project's Stakeholder Engagement Plan and facilitate the prioritization of engagement activities with particular stakeholder groups and individuals. Projects with pre-screening categorizations of Substantial or High will prepare a **comprehensive** stakeholder analysis. See the UNDP SES Guidance Note on Stakeholder Engagement.

g. Appraise and formulate the most appropriate project implementation and execution modality

The design of the project will comply with the UNDP's Program and Operations Policy and Procedures (POPP), Financial Regulations, Programme and Project Management and Quality Standards, and UNDP-GEF guidance (which will be provided by the RTA). A full assessment of the most appropriate project implementation and management arrangements will be conducted in full consultation with the RTA, UNDP Country Office, Resident Representative (or their Deputy), the relevant government coordinating agency, and the GEF OFP.

Project management arrangements must be discussed and agreed upon early in the PPG phase and an assessment and selection of the most appropriate Implementing Partner and/or third parties (Responsible Parties) with full capacity to execute the project must be carried out.
During the first two months of the PPG phase:

- For all potential Implementing Partners, carry out capacity assessments to assess their capacity to implement the project and assess all related risks. This must include HACT and PCAT assessments[2].
- Discuss the level of co-financing the Government and Implementing Partner can commit to this project. As per GEF Policy, the GEF is seeking high co-financing to GEF grant ratios and expects the Government to significantly support the costs associated with project execution (i.e., PMC) for this project.
- Based on these assessments, select and confirm the Implementing Partner for the project in consultation with all relevant stakeholders. The selected Implementing Partner must express willingness to serve as the Implementing Partner for the Project, and the concerned government

[2] Including mandatory procurement assessment and construction assessment when applicable

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must agree to use the selected Implementing Partner for the Project. (Please see UNDP's Policy on Selecting Implementing Partners).

- If the Implementing Partner does not have full capacity to execute the project, and execution support is likely needed, discuss with the UNDP Resident Representative whether Implementing Partner is the correct choice. If not, select another Implementing Partner, if possible. If that is not an option, explore alternative options for providing execution support via Responsible Parties (see UNDP Policy on Selecting Responsible Parties). Discuss with the Implementing Partner the role of the responsible parties in project execution and the execution support these parties could provide.
- The GEF Policies on Minimum Fiduciary Standards require a separation of functions between project implementation (i.e., oversight) and project execution (which generally includes managing and administrating the day-to-day activities of projects in accordance with the legal agreements with the GEF). Oversight activities are the primary responsibility of the GEF Agency (i.e., UNDP). In contrast, the execution activities are the responsibility of the Executing Entity (i.e., the Implementing Partner and/or Responsible Party in UNDP terminology). While UNDP policy offers the possibility for UNDP to provide execution support to NIM or execute the project under a DIM modality in case there is a government request for such support, GEF policy only allows GEF Agencies to step into an execution role in 'exceptional circumstances', which are assessed on a case-by-case basis. Hence, whenever a project involves GEF funding, the exceptional circumstances where there is a clear and well-founded rationale for UNDP to perform certain execution functions **should always be well documented and transparently disclosed, discussed, and agreed upon with the GEF Secretariat at the project concept (PIF) stage before CEO Endorsement, regardless of whether the execution services are intended to be funded from the GEF grant or non-GEF resources.** See the UNDP-GEF ProDoc template guidance for further information.
- Consult with the RTA on the latest guidance regarding UNDP providing support services to the Implementing Partner. If the costs for UNDP to provide support services are to be charged to the GEF project budget, the UNDP support services must be approved by the GEF Secretariat before CEO endorsement.
- Consult with CO Head of Procurement Unit/Operations Manager and Regional Procurement Advisors on envisaged procurement/contracting project procurement requirements, identified risks, development of optimal procurement strategies, development of project procurement plans and opportunities to incorporate sustainable procurement considerations and indicators to the project.

h. Other required studies

- During PPG Social and Environmental screening (via the SESP) will be conducted. This will result in the identification of SES risks, as the project strategy is being designed. Screening will be conducted iteratively in order to inform the Project Strategy, and integrate the required mitigation activities, assessment and management plans required. The project will integrate the SESP requirements (technical activities and budget) within the Results Framework as much as possible.
- Validate/update the baseline for the Project Core Indicators.
- Prepare an analysis of Public Policy, standards and guidelines (including voluntary) in place in the Dominican Republic for Sustainable Tourism practices (including waste and water reduction and management, energy efficiency, phase-out of harmful chemicals, green procurement, and

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sustainable construction, among others). Identify gaps and/or amendments needed to make them sustainable in future.

- Analysis of the energy and cooling in the tourism sector in the Dominican Republic, including the technologies used, in order to define the baseline for developing and implementing Minimum Energy Performance Standards (MEPS).
- Perform a sweep of eco-friendly alternatives for the tourism sector applicable to the Dominican Republic to define possible incentive schemes to foster/catalyze/replicate them.
- Assess the financial mechanisms in place for sustainable tourism practices that could be applicable for the Dominican Republic and define the more suitable to be designed/re-designed/improved during the project implementation.
- Conduct an assessment of possible business models in the tourism sector that could be applied in the Dominican Republic.
- Prepare a knowledge management strategy, that will detail how the project will connect and best engage with the other child projects under the Integrated Programme, and with other countries and platforms inside and outside of the country. The knowledge management strategy will serve to scale up results and impact achieved. The strategy will ensure that the project actively engages and connects with the other child projects from participating countries to support collaboration, learning, sharing, and adoption of relevant lessons.

Component B: Formulation of the UNDP-GEF Project Document, CEO Endorsement Request, and Mandatory and Project Specific Annexes

Based on the technical studies and reviews undertaken under **Component A**, the UNDP-GEF Project Document will be developed, and the GEF CEO Endorsement Request will be prepared. See additional guidance notes below.

The GEF PPG Team Leader will be responsible for consolidating and finalizing all required materials.

a. Stakeholder Engagement Plan:

At a minimum, the Plan must include the following elements:

- Stakeholders who have been and will be engaged (based on stakeholder analysis), including potentially marginalized or disadvantaged groups/individuals and stakeholders that will be involved in particular project outputs/activities (the 'who');
- Key stakeholder objectives and interests (the 'why');
- Steps and actions to achieve meaningful consultation and inclusive participation, including information dissemination and any special measures required to ensure inclusive participation of marginalized disadvantaged groups/individuals the dissemination of information (the 'how');
- Breadth and depth of stakeholder engagement throughout the project cycle and decisions that need to be made through stakeholder engagement (the 'what');
- Timeline for engagement activities and how they will be sequenced, including information disclosure (the 'when');
- Indicators of stakeholder engagement and monitoring plan on progress and issues that arise;
- Roles and responsibilities for ensuring effective stakeholder engagement through the implementation of the Plan, including the role of stakeholder representatives and whether stakeholder engagement facilitators are required; and
- Resource requirements and associated budget.

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- A project-level Grievance Redress Mechanism (GRM) will be described in the Stakeholder Engagement Plan and established in the first year of project implementation. See the UNDP guidance on GRM and sample TOR.

See the UNDP SES Toolkit, which contains guidance on Stakeholder Engagement, the standard SEP template, and the GEF guidelines on stakeholder engagement.

b. Gender Action Plan and Budget

The gender analysis conducted in **Component A,** along with relevant findings from the stakeholder analysis and background studies, will form the basis of a Gender Action Plan to guide gender mainstreaming during project implementation. The Gender Action Plan must include indicators, targets, timeframe, responsible party, and budget, which are linked to the project's components/outputs, outcomes, and activities. As part of preparing the Gender Action Plan, indicators should be proposed for inclusion in the Results Framework to facilitate the monitoring of the proposed gender mainstreaming actions.

See the guidance available here.

c. Social and Environmental Standards: Screening and Management Measures

In line with the assessments conducted during **Component A** (above) and UNDP's Social and Environmental Standards (SES) policy and all associated SES Guidance Notes, the SESP will be updated. All risks identified in the SESP will be reflected in the risk table and risk section of the ProDoc, and in the Project's Risk Register.

The SES Framework(s) will identify the required management plans that will be prepared during project implementation.

Based on the required targeted assessment(s), the relevant stand-alone management plan(s) will be prepared.

See the SES Guidance Note on Assessment and Management for further guidance. Please contact UNDP for additional information as needed.

d. GEF and LDCF/SCCF Core Indicators

The CEO endorsement-stage data for the relevant Core Indicators and sub-indicators will be prepared. For GEF Trust Fund projects, the completed GEF-8 Core Indicators Worksheet - with both the original PIF-stage data and the CEO endorsement-stage data—will be annexed to the ProDoc. LDCF/SCCF projects will use the CCA Results Framework worksheet.

The relevant Core Indicators will be included in the project's Results Framework at the Objective level, where appropriate. See the GEF Guidelines on Core Indicators and Sub-indicators.

e. Completion of the required official endorsement letters

These letters include the official letters on the co-financing guarantee(s) from participating government institutions, bilateral development partners, multilateral development partners, NGOs, the private sector, or others who wish to provide cash or in-kind contributions to the project.

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A GEF OFP endorsement letter will also be required for any new participating countries to a global or regional program/project not included in the PIF/PFD submission.

Updated GEF OFP endorsements letters are also required if the requested GEF grant amount has changed since PIF/PFD approval.

f. Mandatory Annexes

In addition to the documents listed above, the following Annexes should be prepared by the GEF PPG team:

- Project map and Geospatial Coordinates of project sites
- Multi-Year Work Plan
- Monitoring Plan
- UNDP Risk Register
- Overview of Technical Consultancies
- GEF 8 Taxonomy
- Initial Project Procurement Plan and TORs for key Project staff

Upon a request from the RTA during the PPG implementation, the PPG team may be required to prepare additional annexes.

g. Project Management Arrangements

Based on the stakeholder analysis and consultations undertaken in **Component A** above, agreement(s) on project management and governance arrangements—including roles, responsibilities, and accountabilities of lead and partner Agencies—will be secured early in the project development phase and will be fully detailed in the ProDoc. Standard text from the governance and management arrangement from the GEF-8 template should never be removed.

Component C: Validation Workshop and Report

A validation workshop will be held with relevant stakeholders to present, discuss and validate the project activities and the final draft of the UNDP-GEF project document. A validation workshop report will be prepared for projects with an overall safeguards risk rating of moderate or high.

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IV. TOTAL BUDGET AND WORK PLAN FOR GEF PPG

Quantum Project ID:	01003692	**Project Title:**	PIMS-10108 PPG - Integrated Collaborative Approaches for Sustainable Tourism (iCoast) in the Dominican Republic
Quantum Award ID:	1372264	**Award Title:**	PIMS-10108 PPG - Integrated Collaborative Approaches for Sustainable Tourism (iCoast) in the Dominican Republic
Business Unit:	UNDP DOM		
PIMS number:	10108		
Implementing Partner:	UNDP		

GEF Outcome/Quantum Activity	Responsible Party	Fund ID	Donor Name	Budgetary Account Code	Budget Description	2025	2026	Total	Budget Notes
Project preparation grant to finalize the UNDP-GEF project document for project Integrated Collaborative Approaches for Sustainable Tourism (iCoast) in the Dominican Republic	**UNDP**	62000	**GEF TRUSTEE**	71200	International Consultants	58,850	0	58,850	1
				71300	Local Consultants	60,500	0	60,500	2
				71600	Travel	15,098	0	15,098	3
				75700	Training, Workshops and Confer	4,000	3,552	7,552	4
				74100	Professional Services	3,000	0	3,000	5
				74200	Translation costs	2,500	2,500	5,000	6
					PROJECT TOTAL	143,948	6,052	150,000	

Budget Note No.	Budget Note
1	International Experts to provide overall guidance on project preparation to National Consultants engaged by the project and preparation of the UNDP-GEF Project Document, the GEF CEO Endorsement, the SESP, the GEF Tracking Tools). For details on the responsibilities of the international experts, kindly refer to Annex 2.
2	National Expert to provide coordination and expertise on tourism and legal framework. National stakeholder specialist to support the preparation of the PPG phase, including the organization and use of tools (zoom / teams) for virtual meetings and organization of workshops and communication tools as well as develop the Partner Capacity Assessment and Due Diligence for Co-Financing letters from the Private Sector. A national expert on sustainable finance. For details on the responsibilities of the national experts, kindly refer to Annex 2.
3	Travel costs related to fieldwork and exchange of experiences.
4	Includes the organization of the two Workshops (PPG Inception Workshop and Project Document Validation Workshop), training of national experts on establishing the project's baseline as well as four working meetings with national stakeholders.
5	Conduct HACT assessment of the Executing Partner.
6	Includes the translation of relevant documents (PRODOC, SESP…) from English to Spanish or vice versa to facilitate consultation and validation process.

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V. GEF PPG ACTIVITIES TIMEFRAME AND BUDGET

PPG Activity	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12
PPG Team recruitment												
PPG Team recruitment												
Component A: Technical studies, etc.												
PPG mission/sites visit												
Component B: Formulation of ProDoc, etc.												
Component C: Validation Workshop												
Delivery of final outputs												
UNDP-GEF clearance processes												
GEF Secretariat submission deadline												

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VI. MANDATORY ANNEXES

Annex 1: GEF CEO PIF/PPG Approval Letter



M.Sc. Carlos Manuel Rodriguez
CEO and Chairperson

December 20, 2024

Ms. Nancy Bennet
GEF Executive Coordinator
United Nations Development Programme (UNDP)
New York City, USA

Mr. Sitki Ersin Esen
GEF Executive Coordinator
United Nations Environment Programme (UNEP)
Nairobi, Kenya

Ms. Fatou Haidara
GEF Coordinator
United Nations Industrial Development Organization (UNIDO)
Vienna, Austria

Mr. Jeffrey Griffin
GEF Senior Coordinator
Food and Agriculture Organization of the United Nations (FAO)
Rome, Italy

Ms. Gmelina Ramirez
IDB-GEF Executive Coordinator
Interamerican Development Bank (IADB)
Washington DC, USA

Mr. Alexis Franke
Associate Director
European Bank for Reconstruction and Development (EBRD)
London, United Kingdom

Ms. Renae Stenhouse
Vice President, GEF Agency
World Wildlife Fund (WWF-US)
Washington DC, USA

Dear Ms. Bennet, Mr. Esen, Ms. Haidara, Mr. Griffin, Ms. Ramirez, Mr. Franke, Ms. Stenhouse,

Following Council's approval of the Program entitled ***Integrated Collaborative Approaches for Sustainable Tourism (iCOAST)*** at the 68th GEF Council Meeting, December 16-20, 2024, I am pleased to inform you that I have approved your requests for Project Preparation Grants for child projects as detailed in Annex 1 attached to this letter. With this, Project Preparation Grants can be committed.

1818 H Street, NW • Washington, DC 20433 • USA
Tel: +1 (202) 473 3202 - Fax: +1 (202) 522 3240
E-mail: gefceo@thegef.org
www.thegef.org

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Ms. Bennet, Mr. Esen, Ms. Haidara, Mr. Griffin, Ms. Ramirez, Mr. Franke, Ms. Stenhouse

Decision Sought:	Child Project Preparation Grant Approval
GEFSEC ID:	11729
Agency(ies):	UNDP, UNEP, UNIDO, FAO, IADB, EBRD, WWF-US
Agency(ies) ID:	10006 - UNDP, - UNEP, - UNIDO, - FAO, - IADB, - EBRD, - WWF-US
Focal Area:	Multi Focal Area
Project Type:	Program
Country(ies):	Global, Dominican Republic, Egypt, Honduras, Jamaica, Indonesia, Mexico, Morocco, Maldives, Trinidad and Tobago, Tanzania, Türkiye, Vanuatu, Seychelles, Belize
Name of Program:	Integrated Collaborative Approaches for Sustainable Tourism (iCOAST)
Indicative GEF Program Financing:	$81,834,862
Indicative Agency Fee:	$7,365,138
PPG:	$2,300,000
PPG Agency Fee:	$207,000
Funding Source:	GEF Trust Fund

The approval of these PPGs is based on the understanding that the Program is in conformity with GEF Trust Fund focal area strategies and with GEF policies and procedures. Please ensure that the final child project documents, having fully addressed all Secretariat, STAP, Convention Secretariats, and Council comments, will be endorsed / approved within 18 months of Council approval of the work program or within the Program Commitment Deadline.

Sincerely,

M. Sc. Carlos Manuel Rodriguez
Chief Executive Officer and Chairperson
Global Environment Facility

Copy to: Country Operational Focal Point, Trustee

Annex 1: Approved Child projects' PPGs

Child projects ID / Agency	Project title	Project Financing Amount (US$)	Agency Fee (US$)	20% Fee committed at PFD Council approval (US$)	PPG (US$)	PPG Fee (US$)
11730	Global Coordinatio	8,000,000	720,000	144,000	200,000	18,000

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	n Project for iCOAST					
UNDP		*8,000,000*	*720,000*	*144,000*	*200,000*	*18,000*
11731	Integrated Collaborative Approaches for Sustainable Tourism in Dominican Republic	**5,000,000**	**450,000**	**90,000**	**150,000**	**13,500**
UNDP		*5,000,000*	*450,000*	*90,000*	*150,000*	*13,500*
11732	iCOAST in Jamaica	**5,334,862**	**480,138**	**96,028**	**150,000**	**13,500**
UNDP		*5,334,862*	*480,138*	*96,028*	*150,000*	*13,500*
11733	Integrating Bioeconomy and Tourism for Sustainable Vanuatu (IBET)	**4,000,000**	**360,000**	**72,000**	**150,000**	**13,500**
FAO		*4,000,000*	*360,000*	*72,000*	*150,000*	*13,500*
11734	Integrated Collaborative Approaches for Sustainable Tourism (iCOAST)	**7,250,000**	**652,500**	**130,500**	**200,000**	**18,000**
IADB		*7,250,000*	*652,500*	*130,500*	*200,000*	*18,000*
11735	iCOAST in Indonesia	**6,000,000**	**540,000**	**108,000**	**200,000**	**18,000**
UNDP		*6,000,000*	*540,000*	*108,000*	*200,000*	*18,000*
11736	Integrated Collaborative Approaches for Sustainable Tourism	**5,000,000**	**450,000**	**90,000**	**150,000**	**13,500**

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	(iCOAST) in Seychelles					
UNEP		*5,000,000*	*450,000*	*90,000*	*150,000*	*13,500*
11737	iCOAST in Maldives	**5,000,000**	**450,000**	**90,000**	**150,000**	**13,500**
UNIDO		*5,000,000*	*450,000*	*90,000*	*150,000*	*13,500*
11738	iCOAST in Mexico	**5,000,000**	**450,000**	**90,000**	**150,000**	**13,500**
UNEP		*5,000,000*	*450,000*	*90,000*	*150,000*	*13,500*
11739	iCOAST in Trinidad and Tobago	**5,000,000**	**450,000**	**90,000**	**150,000**	**13,500**
UNIDO		*5,000,000*	*450,000*	*90,000*	*150,000*	*13,500*
11740	iCOAST in Tanzania	**5,000,000**	**450,000**	**90,000**	**150,000**	**13,500**
UNIDO		*5,000,000*	*450,000*	*90,000*	*150,000*	*13,500*
11741	iCOAST in Honduras	**6,250,000**	**562,500**	**112,500**	**200,000**	**18,000**
WWF-US		*6,250,000*	*562,500*	*112,500*	*200,000*	*18,000*
11742	iCOAST in Egypt, Morocco, & Türkiye	**15,000,000**	**1,350,000**	**270,000**	**300,000**	**27,000**
EBRD		*15,000,000*	*1,350,000*	*270,000*	*300,000*	*27,000*
Grand Total		81834862	7,365,138	1,473,028	2,300,000	207,000

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Annex 2: Draft Terms of Reference (TORs) of Consultants Financed by the Project Preparatory Grant (GEF PPG)

The cost per consultancy week and number of weeks provided below are indicative only and should be revised.

Position, Type, and Cost	Role, Deliverables and Qualifications
Specialist 1: International GEF Project Development Specialist (GEF PPG Team Leader) **Type:** IC (International Consultant) **Cost per person week:** 2,900 **Number of person weeks needed:** 14	**Role** The international Project Development Specialist will be the GEF PPG Team Leader and will be responsible for quality assurance and timely preparation of all reports and documentation, including the finalized UNDP Project Document (PRODOC) and CEO Endorsement Request, with mandatory and project specific Annexes and supporting documentation. This must be a senior specialist/consultant with recognised expertise in the development of GEF PPG phases, team Coordination (experience in the management of chemicals & waste) and extensive knowledge on climate change, chemical management, tourism sector, with professional networks and strong knowledge in financial sustainable solutions. S/he would oversee and coordinate the PPG process throughout its entire duration and be responsible for the overall coordination of processes and consultations needed for project development and the preparation of the UNDP-GEF Project Document with all mandatory and project specific Annexes and supporting documentation and the GEF CEO Endorsement Form, in direct collaboration with the UNDP-GEF Regional Technical Advisor and national/international consultants. S/he will be responsible for managing all consultants on the GEF PPG Team and coordinating the Team's work. **Responsibilities and Deliverables** 1) Management of the GEF PPG Team a. Define and submit a detailed methodology and work plan in consultation with the other specialists with clear delegation of responsibilities for the International and National Specialists. b. Ensure that project development is participatory, gender-responsive and based on extensive stakeholder engagements; and c. Verify and ensure that all project components are technically sound and cost effective. 2) Preparatory Technical Studies and Reviews (Component A): With inputs from the national specialists, as detailed in their respective TORs: a. Compile baseline/situational analysis for the child project. This will include a precise definition of baseline projects, activities, budgets, goals, and co-financial links to GEF outcomes; a definition of GEF incremental value per outcome and output; and a presentation of results of the incremental cost-analysis in matrices as appropriate; b. Lead and oversee the stakeholder analysis and consultations, with support from national consultants, and ensure that they are complete

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	and comprehensive including consultations with the private sector and tourism associations and bodies; c. Lead and oversee the stakeholder analysis and consultations, with support from national specialists, and ensure that they are complete and comprehensive, including consultations with national and local governments, private sector, and main stakeholders for target sites. d. Ensure the preparation of the gender analysis and ensure its findings are meaningfully integrated into the project's strategy, theory of change, and results framework. e. Ensure action points, including risk assessments, through the UNDP Social and Environmental Screening Procedure (SESP) and other assessments and plans required by UNDP SES; f. Oversee the identification of the project sites, with documentation of selection criteria and making sure that geo-referenced data and maps are clearly presented both for targeted protected areas and broader landscapes, as applicable. g. Ensure the design of appropriate project knowledge management processes and platforms, ensuring appropriate linkages to existing mechanisms and knowledge sharing in project landscapes. h. Lead and oversee the identification of opportunities for private sector engagement and co-financing. i. Ensure the preparation of partner capacity assessments and discussions on management arrangements early in the PPG process. j. Oversee the consultations with partners regarding financial planning; and k. Ensure completion of any additional studies that are determined to be needed for the preparation of the ProDoc and all other final outputs. 3) <u>Formulation of the ProDoc, CEO Endorsement Request and Mandatory and Project Specific Annexes (Component B)</u>: With inputs from the national specialists, as detailed in their respective TORs, and based on international best practice: a. Develop, present, and articulate the project's theory of change. b. Develop the Results Framework in line with UNDP-GEF policy. c. Develop a detailed Monitoring and Evaluation Plan and Budget. d. Oversee and ensure the preparation of a comprehensive Stakeholder Engagement Plan. e. Oversee and ensure the preparation of a Gender Action Plan and Budget. f. Oversee and ensure the preparation of the SESP based on assessments undertaken during Component A and oversee and ensure the preparation of a Environment and Social Management Framework (ESMF), and the development of required environmental and/or social management plan(s) as required. g. Inform the project strategy to ensure SES related impacts are mitigated or managed through the project log frame h. Ensure SES technical requirements (Assessment, management plans and/or mitigation measures) are integrated within the Project log frame and budget i. Ensure SES Consultant provides a workplan for stakeholder consultations to be carried out during the PPG to ensure early engagement by stakeholders j. Oversee tasks of SES Consultant, to guide the Technical PPG TEAM in providing the required inputs to SES risk assessment

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	k. Oversee the preparation of the required GEF Core Indicators and ensure these are supported by robust and validated data. l. Secure all co-financing letters. m. Prepare the indicative procurement plan. n. Secure and present agreements on project execution and management arrangements and ensure that the project aligns to UNDP-GEF guidance on UNDP execution support. o. Ensure the completion of the required official endorsement letters. p. Synthesize all analyses, studies, etc. that are prepared under Components A and B to produce the draft UNDP-GEF ProDoc, GEF CEO Endorsement, and all mandatory and project specific Annexes, using the templates.[3] 4) <u>Validation Workshop (Component C)</u>: a. Lead the validation workshop to present, discuss and validate the final draft ProDoc and mandatory and project specific annexes, with a special focus on the SESP and any management plans. b. Oversee all necessary revisions that arise during the workshop. c. Ensure completion of Validation Workshop Report. 5) <u>Final Deliverables</u>: a. Consolidation of all technical and consultation inputs and comments including from national stakeholders, UNDP, GEF Secretariat, STAP and GEF Council, into a well written and concise UNDP ProDoc with all required sections and Annexes, in line with the standard UNDP-GEF ProDoc template and annotated guidance. b. Completion of the GEF CEO Endorsement Request. c. Full integration of SES considerations within the PRODOC strategy and relevant annexes d. Finalized SESP (and SES management plans as required) and ESMF. e. All documentation from GEF PPG (including technical reports, meeting minutes, etc.). f. Validation Workshop Report. **Qualifications** • Master's degree or higher in a relevant field, such as Engineering, Environmental Sciences • Minimum 10 years of proven experience in the technical area of engineering, environment, sustainable development or related (experience with chemicals and waste is highly desirable) • Experience conducting stakeholders consultation • At least two (2) work experiences leading a team of consultants • Fluency in written and spoken English. Spanish is highly desirable;; • At least 5 years' experience drafting GEF Projects for the Chemicals and Waste Focal Area (Experience with UNDP is highly desirable) *Consultant will be responsible for the coordination of their own travel; these costs should be built into the financial proposal.*

[3] Please verify with the UNDP-GEF team that the correct templates are being used.

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Specialist 2: International Social and Environmental Safeguards Specialist **Type:** IC (International Consultant) **Cost per person week:** 1,500 **Number of person weeks needed: 3**	**Role** The Global Safeguards Specialist will develop mandatory project Annexes related to application of social and environmental safeguards and support adherence of project development to UNDP's SESP and specific requirements, as appropriate. **Responsibility and deliverables** • Preparatory Technical Studies and Reviews (Component A): Prepare inputs and support the required analyses/studies, as agreed with the PPG Team Leader, including: • Conduct screening by applying the SESP (as per UNDP SES guidance) throughout design; identify risks, categorize and determine the level of assessments and management plans required, identify mitigation actions to be streamlined within the Project Strategy • Provide a Preliminary Stakeholder Engagement Plan to guide the PPG consultations; include a workplan/timeline for consultations to be carried out during the PPG to ensure meaningful consultation and engagement. • Complete the UNDP Social and Environmental Screening Procedure (SESP) and support the detailed assessment of all project risks including consultations with local stakeholders. • Develop an Environmental and Social Management framework to guide the project management unit in implementation phase of the project, on how to manage the SES risks and implement the management measures • • In coordination with the National Gender and Safeguards Specialist, assess presence of Indigenous Peoples/ethnic minorities within project landscapes and their interests. If present, assess potential impacts of the project on rights and interests, lands, territories, resources, and traditional livelihoods and determine when FPIC applies in accordance with national contexts and preferences. Carry out consultations with communities at demonstration landscape to assess level of understanding and capacity to give consent and identify community preferences for FPIC process. Based on these assessments, and if relevant, integrate relevant matters as needed including FPIC into project design and review that these are considered into the comprehensive Stakeholder Engagement Plan. • Revise the gender analysis and action plan in coordination with the National Gender and Safeguards Specialist and work closely with the PPG Team Leader to ensure its findings are meaningfully integrated into the project's strategy, theory of change and results framework. • Advise on gender responsive stakeholder analysis and consultations and ensure that they are complete and comprehensive. • Support the completion of any additional studies that are determined to be needed for the preparation of the ProDoc and all other final outputs as guided by the PPG Team Leader. • Formulation of the ProDoc, CEO Endorsement Request and Mandatory Annexes as well as project specific annexes (Component B): • Complete the SESP, based on assessments undertaken during Component A and detailed development of project interventions, and identify management measures to mitigate risks to be incorporated into the ProDoc. • Complete an ESMF, based on a simplified model provided by UNDP SES Unit

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	• Revise the Gender Mainstreaming Plan, with appropriate budget and identification of appropriate project interventions to ensure gender mainstreaming including at project demonstration sites. • Revise the Stakeholder Engagement Plan to ensure it is Socially Inclusive and Gender Responsive. • Prepare the project´s Environmental and Social Management Framework (ESMF). • Prepare the project´s Indigenous People Framework (IPPF) / Indigenous Peoples Plan (IPP) as appropriate. • Support the agreements on project management arrangements and ensure that gender and safeguards are adequately incorporated into these arrangements. • Provide inputs for the preparation of the multiyear workplan, project budget and the monitoring and evaluation plan, as well as other appropriate inputs to the final UNDP-GEF project document based on guidance from the PPG Team Leader. • <u>Validation Workshop (Component C):</u> • Lead on the workshops and stakeholder consultations – develop workplan/timeline to ensure meaningful consultations during the timeline of the PPG • Ensure that stakeholder concerns and view are documented in the Workshop Report and that all view are considered in the final revision of the Project Strategy as per the concerns that may arise during the workshop. • Contribute to the validation workshops. • Support all necessary revisions that arise during the workshops, as appropriate. • <u>Final Deliverables:</u> • Finalized Social and Environmental Screening Procedure (SESP). • Finalized Environmental and Social Management Framework (ESMF). • Appropriate inputs to the comprehensive Stakeholder Engagement Plan including on gender-responsive consultation and consultations with local communities and, if applicable, any Indigenous Peoples or Ethnic Minorities present within the demonstration landscape. • Report compiling the contributions to the final ProDoc (e.g., output actions, budget, indicators, risk analysis, SESP, ESMF). **Qualifications** • Master's degree in field related to international development, with specific academic background related to social and environmental sustainability. • At least 15 years of experience related to social and environmental standards and impact assessment in an international development context. • Working experience of at least 5 years in participation on the development of GEF chemicals and wastes projects. • Experience with FPIC development is highly desirable. • Familiarity with the UN System, in particular UNDP. • 2 additional years of experience in lieu of master's degree is accepted. • Experience in at least 5 developing countries in the SES thematic area of industrial and environmental-related interventions (i.e. pollution prevention and resource efficiency, including pollution prevention plans, waste management, hazardous materials).

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	• Excellent writing, editing, and oral communication skills in English. One additional UN language will be considered an advantage. Working experience with of GEF Projects is desirable. *Consultant will be responsible for the coordination of their own travel; these costs should be built into the financial proposal.*
Consultant 3: International Gender Specialist **Type:** IC **Cost per person week:** $1,750 **Number of person weeks needed:** 3	**Role** The International Gender Specialist will develop mandatory project Annexes related to application of social and environmental safeguards and support adherence of project development to UNDP's Gender Analysis and Gender Mainstreaming Plan and specific requirements, as appropriate. The consultant will be a gender expert with experience in-depth gender analysis. **Deliverables** ○ Preparatory Technical Studies and Reviews (Component A): Prepare inputs and support the required analyses/studies, as agreed with the GEF PPG Team Leader, including: • Support/Participate in the Inception Workshop; • Support Team leader and SES expert to conduct stakeholder consultations; • Prepare the gender analysis and action plan and work closely with the GEF PPG Team Leader to ensure its findings are meaningfully integrated into the project's strategy, theory of change and results framework; • Advise on gender responsive stakeholder analysis and consultations and ensure that they are complete and comprehensive; and • Support the completion of any additional studies that are determined to be needed for the preparation of the ProDoc and all other final outputs as guided by the PPG Team Leader. ○ Formulation of the ProDoc, CEO Endorsement Request and Mandatory Annexes as well as project specific annexes (Component B): • Prepare the Gender Mainstreaming Plan, with appropriate budget and identification of appropriate project interventions to ensure gender mainstreaming including at project demonstration sites; • Using the findings from the gender analysis, provide inputs to the project's results framework and theory of change; ensure gender considerations are integrated into the project's theory of change; • Provide inputs for the development of the Stakeholder Engagement Plan to ensure it is Socially Inclusive and Gender Responsive; • Prepare the Gender Action Plan and Budget; • Support the agreements on project management arrangements and ensure that gender considerations are adequately incorporated into these arrangements. ○ Validation Workshop (Component C): • Contribute to the validation workshop; and • Support all necessary revisions that arise during the workshop, as appropriate. ○ Final Deliverables: • Gender Analysis and Gender Mainstreaming Plan • Appropriate inputs to the comprehensive Stakeholder Engagement Plan including on gender-responsive consultation and consultations with local communities and

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	any Indigenous Peoples or Ethnic Minorities present within the demonstration landscape; • Appropriate inputs to the final UNDP-GEF project document based on guidance from the PPG Team Leader. **Qualifications** • Master's degree or higher in a relevant field, such as gender studies, gender and development, women and environment, or women and sustainable development • Minimum 7 years of demonstrable experience in the technical area of gender mainstreaming, community development, and social and environmental safeguards risk assessment and mitigation; • Experience carrying out participatory gender analysis; experience collecting and formulating gender responsive indicators and sex-disaggregated data and preparing gender responsive project analysis; developing gender action plans; • Demonstrated understanding of the links between sustainable development, social and gender issues; • Demonstrated experience working on policy and programmatic issues with national and local governments and civil society organizations including community organizations; • Demonstrated experience in carrying out consultations with Indigenous Peoples, FPIC, protection of cultural heritage, and/or community engagement is highly desired; • Experience with project development and results-based management methodologies is highly desired; • Excellent analytical, writing, advocacy, presentation, and communications skills are required; and Excellent written and oral communication skills in English and French.
<u>Consultant 4:</u> International Specialist in Sustainable Tourism **Type:** IC **Cost per person-week:** US$1,750 **Number of person-weeks needed:** 4 (25 days)	**Role** This must be a senior consultant with recognised expertise in the promotion of sustainable tourism. (S)he would oversee and coordinate the PPG process throughout its entire duration and be responsible for the overall coordination of processes and consultations needed for project development and the preparation of the UNDP-GEF Project Document and the GEF CEO Endorsement Form, in direct collaboration with the UNDP-GEF Regional Technical Advisors and national/international consultants. **Responsibilities and Deliverables** o <u>Preparatory Technical Studies and Reviews (Component A):</u> • Provide overall guidance to the PPG Coordinator and other national consultants on the type of information required to prepare the Project document, including analysis of the tourism sector, co-financing possibilities; GEF fundability of proposed interventions, etc. o <u>2) Formulation of the ProDoc, CEO Endorsement Request and Mandatory and Project Specific Annexes (Component B):</u> • Support the preparation of the annotated outline of Project Document with technical inputs based on information contained in the child concept note with clear indication of the type of information needed for each section of the Project Document and to be provided by the national consultants. • Work in close coordination with the national expert consultants to take advantage of, and refine, the assessments delivered in the framework of said consultancy.

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	• Ensure information on sustainable tourism are included in the ProDoc. Assist with the preparation of a draft Project Document prior to the validation workshop based on inputs received from the national consultants and stakeholders. o 3) Validation Workshop (Component C): • Support the validation workshop as requested by the Team Leader. Conduct stakeholder consultations as per the design of the workplan developed by the Team leader. o 4) Final Deliverables: • Sustainability assessment of destinations, businesses, and/or tourism projects within the identified territories, including areas for improvement and opportunities for sustainability. The assessment should include Initiatives to integrate local communities into tourism activities and generate economic benefits. • Support the preparation of the Final Project Document in English (including all associated annexes), taking into consideration feedback any comments received during the Validation Workshop. **Qualifications** • Degree in Tourism, Environmental Management, or Sustainable Development; Master's degree in Sustainable Tourism, Development, and Sustainability, or related fields • Minimum 7 years of demonstrable experience in the technical area of designing or implementing tourism projects with a sustainability focus. • Fluency in written and spoken English and Spanish; • At least one experience drafting and evaluating GEF Projects for the Chemicals and Waste, Climate Change or International Waters focal areas.
Specialist 5: National PPG Support Coordinator & National Tourism and legal framework Specialist **Type:** NC **Cost per person-week:** 1,250 **Number of person-weeks needed:** 28	**Role** The National Tourism and legal framework Specialist will provide expertise in tourism development and special knowledge of the legal scope regarding the different enabling regulatory frameworks for sustainable tourism, to ensure that the project aligns with national tourism strategies and interests. The specialist will facilitate collaboration between government, local communities, and private stakeholders to promote sustainable tourism practices. The Specialist's role will also include coordinating the consultation processes with national and international project partners and stakeholders at the different stages of the PPG phase and facilitating the flow of information and communication between the specialists involved in the project's preparation. The Tourism and National Private Sector Specialist will provide all required support to the International PPG Leader/Penholder in the drafting of the project documentation in full and following UNDP and GEF guidelines. In addition, he/she will coordinate, facilitate, and oversee the work of the other specialists of the team.

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Responsibilities and Deliverables

- Management of the PPG team: Support the GEF PPG Team Leader with management of the PPG Team, ensuring coordination between individual national and international specialists.
- Review deliverables of national PPG team members to ensure adherence to Terms of Reference and share with International GEF Project Development Specialist (GEF PPG Team Leader) and SES Specialist for technical review and inclusion in ProDoc.

- Preparatory Technical Studies and Reviews (Component A):

Prepare inputs and support the required analyses/studies, as agreed with the GEF PPG Team Leader, including:

- Contribute to the compilation of baseline/situational analysis. This will include a precise definition of baseline projects, activities, budgets, goals and co-financial links to GEF outcomes; definition of GEF incremental value per outcome and output, and presentation of results of the incremental cost-analysis in matrices as appropriate.
- Facilitate the identification of the project sites, with documentation of selection criteria.
- Coordinate with the National Gender and Safeguards Specialist the preparation of the stakeholder analysis and stakeholder consultations. This should involve consultations with local communities, key private sector actors and stakeholders linked to the tourism industry, such as micro, small and medium tourism enterprises (MSMTEs) to assess level of understanding and capacity to give consent and identify community preferences for FPIC process.
- Support the application of the screening of SES risks, identification, categorization and determination of assessment and management plans and mitigation measures, and inform the Team Leader and SES specialist, to inform project design.
- Collaborate with the National Gender and Safeguards Specialist to undertake the stakeholder analysis and consultations and ensure that they are complete and comprehensive.
- Contribute to the preparation of the gender analysis and ensure its findings are meaningfully integrated into the project's strategy, theory of change and results framework.
- Hold meetings and consultations with relevant institutions (participating government institutions, bilateral development partners, multilateral development partners, private sector, and NGOs) to secure the co-financing and ensuring the receipt of co-financing letters, including the private sector.
- Contribute to the preparation of partner capacity assessments and discussions on management arrangements early in the PPG process.
- Contribute to the consultations with partners regarding financial planning.
- Contribute to the completion of any additional studies that are determined to be needed for the preparation of the ProDoc and all other final outputs as guided by the PPG Team Leader.

- Formulation of the ProDoc, CEO Endorsement Request and Mandatory and Project Specific Annexes (Component B):

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	Contribute further specific items for the drafting of the UNDP ProDoc and its required Annexes, in line with the standard UNDP-GEF ProDoc template and annotated guidance and requests from the PPG Team Lead. This will include *inter alia*: • Contribute to the project's theory of change. • Contribute to the Results Framework in line with UNDP-GEF policy. • Contribute to the Monitoring and Evaluation Plan and Budget. • Facilitate liaison with relevant government agencies to gather relevant detail and data for project outputs. • Contribute to the preparation of a Stakeholder Engagement Plan. • Contribute to Gender Action Plan and Budget. • Support the work on Social and Environmental Safeguards. • Contribute to prepare the required GEF Core Indicators. • Facilitate agreements on project execution and management arrangements. • Contribute to preparation of the Indigenous Peoples Planning Framework (IPPF) for the project, as appropriate. • Facilitate the completion of the required official endorsement and co-financing letters. • <u>Validation Workshop (Component C):</u> • Facilitate and support the validation workshop. • Support to the completion of the validation workshops reports. **Final Deliverables:** • Facilitation of information flow between PPG Team Lead and national stakeholders. • Appropriate research, data compilation and text inputs for the draft and final UNDP-GEF project document based on guidance from the PPG Team Leader. **Qualifications** • Master's degree or higher in a relevant field, such as tourism management, social sciences, sustainable development, environmental science or other related fields. • Minimum of 10 years of demonstratable experience and knowledge in the fields of private sector, specifically hotels in Dominican Republic. • Minimum of 5 years' experience with project development, evaluation, and/or formulation of development and/or sustainable tourism or env related projects. • Proven experience in stakeholder engagement, particularly with private sector actors. • Strong understanding of national tourism policies and regulations. • Specific experience in GEF projects is highly desired and previous working experience with multilateral project agencies, such as UNDP, and familiarity with GCF/GEF and UNDP policies, procedures and practices are assets. • Excellent written and oral communication skills in English. • Demonstrated ability to work independently and deliver high quality outputs in a timely manner
<u>Specialist 6:</u> National Environmental	**Role** The National Environmental Management Specialist will support to PPG Team Leader to prepare detailed sustainable financial solutions in the tourism sector for each prioritized site. **Responsibility and deliverables**

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Management Specialist **Type:** NC **Cost per person-week:** 1,250 **Number of person-weeks needed:** 8	1. Preparatory Technical Studies and Reviews (Component A): Prepare inputs and support the required analyses/studies, as agreed with the GEF PPG Team Leader, including: • In direct coordination with the PPG Team Leader, the National PPG Coordinator and other specialists of the team, support definition of prioritized sites. • Profiling the prioritized sites. • Define the proposed sustainable solutions (including financial mechanisms) applicable to potentiate sustainable tourism in prioritized sites. • With the PPG team leader, work in the definition of indicators to show the impact of sustainable/financial solutions in the tourism sector. • Describe private sector engagement scenarios in the prioritized sites. • Contribute to re-assessment of risks that prevent the project results and the SESP social and environmental risks in the field of relevance. • Contribute to the development of a comprehensive Stakeholder Engagement Plan and Gender Action Plan. 2. Formulation of the ProDoc, CEO Endorsement Request and Mandatory and Project Specific Annexes (Component B): Contribute with the sustainable/financial solutions mainstreaming focus further specific items for the drafting of the UNDP ProDoc and its required Annexes, in line with the standard UNDP-GEF ProDoc template and annotated guidance and requests from the PPG Team Lead. This will include inter alia: • Contribute to the project's theory of change. • Contribute to the Results Framework in line with UNDP-GEF policy. • Contribute to the Monitoring and Evaluation Plan. • Contribute to the preparation of a Stakeholder Engagement Plan. • Contribute to the Gender Action Plan. • Contribute to the Social and Environmental Screening Procedure. • Contribute to the required GEF Core Indicators. 3. Validation Workshop (Component C): • Organize and implement the validation workshops and prepare its memoirs. • Support all necessary revisions that arise during the workshops, as appropriate. 4. Final Deliverables: • Coordinated workplan and methodology. • Sustainable/financial solutions applied to target/prioritized sites mainstreamed in the results framework, including baseline, indicators and targets. • Report compiling the contributions to the final ProDoc (e.g., output actions, budget, indicators, SESP, ESMF). **Qualifications** • Master's degree or higher degree in ecological sciences, biodiversity conservation, natural resources, environmental studies, economy or other related fields. • Minimum 7 years of demonstrable experience in: economy, tourism planning and management, financial solutions, other related.

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	• Excellent knowledge of the local context in Dominican Republic and experience in community livelihood enhancement. • Demonstrated ability to work in a team, ability for managing timely and effective delivery of both quantity and quality before the deadlines. • Excellent written and oral communication skills in English.
<u>Consultant 7:</u> National Stakeholder Engagement Specialist **Type:** SC **Cost per person week:** $1,250 **Number of person weeks needed:** 8	**Role** The national stakeholder engagement specialist will contribute to the development of mandatory project annexes in English language, related to the application of social and environmental safeguards, and support the integration of UNDP's stakeholder engagement policy and specific requirements, as appropriate during the PPG process and in the documentation submitted to GEF and UNDP. The consultant will be social inclusion expert with experience in-depth local community and various sectors engagement, and will lead on the engagement with public, private, civil society and academic stakeholders at the national level to ensure full capture of all inputs for an inclusive and relevant project document. **Deliverables** • <u>Preparatory Technical Studies and Reviews (Component A):</u> Prepare inputs and support the required analyses/studies, as agreed with the GEF PPG Team Leader, including: • In collaboration with the International Social and Environmental Safeguards Specialist, assess presence of Indigenous Peoples/ethnic minorities within project landscapes and their interests. If present, assess potential impacts of the project on rights and interests, lands, territories, resources, and traditional livelihoods and determine when FPIC applies in accordance with national contexts and preferences. Carry out consultations with communities at demonstration landscape to assess level of understanding and capacity to give consent, and identify community preferences for FPIC process. Based on these assessments, and if relevant, integrate relevant matters as needed including FPIC into project design and into the comprehensive Stakeholder Engagement Plan; • Support the completion of any additional studies that are determined to be needed for the preparation of the ProDoc and all other final outputs as guided by the PPG Team Leader. • Develop the Partner Capacity Assessment and Due Diligence, in close coordination with the national coordinator, for Co-Financing letters from the Private Sector. • <u>Formulation of the ProDoc, CEO Endorsement Request and Mandatory Annexes as well as project specific annexes (Component B):</u> • Complete the Stakeholder Engagement plan, based on assessments undertaken during Component A and detailed development of project interventions, and identify management measures to mitigate risks to be incorporated into the ProDoc; • Using the findings from the Stakeholder Engagement plan, provide inputs to the project's results framework and theory of change; ensure gender considerations are integrated into the project's theory of change; • Provide inputs for the development of the Stakeholder Engagement Plan to ensure it is Socially Inclusive and Gender Responsive; • Support the agreements on project management arrangements and ensure that gender and safeguards are adequately incorporated into these arrangements. • <u>Validation Workshop (Component C):</u> • Contribute to the validation workshop; and • Support all necessary revisions that arise during the workshop, as appropriate.

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	• Final Deliverables: • Finalized Stakeholder Engagement plan. • Appropriate inputs to the comprehensive Stakeholder Engagement Plan including on gender-responsive consultation and consultations with local communities and any Indigenous Peoples or Ethnic Minorities present within the demonstration landscape; • Appropriate inputs to the final UNDP-GEF project document based on guidance from the PPG Team Leader. **Qualifications** • Graduate degree or higher in a relevant field, such as Project management, Engineering, natural sciences or similar; • Minimum 7 years of demonstrable experience in the technical area of, community development; • Experience carrying out participatory stakeholder analysis; experience collecting and formulating gender responsive indicators and sex-disaggregated data and preparing gender responsive project analysis; developing gender action plans; • Prior experience in the safeguards assessments and processes of international organizations and donors, such as World Bank, UNDP, etc; • Demonstrated understanding of the links between sustainable development, social and gender issues; • Demonstrated experience working on policy and programmatic issues with national and local governments and civil society organizations including community organizations; • Demonstrated experience in carrying out consultations with Indigenous Peoples, FPIC, protection of cultural heritage, and/or community engagement is highly desired; • Experience with project development and results-based management methodologies is highly desired; • Excellent analytical, writing, advocacy, presentation, and communications skills are required; and Excellent written and oral communication skills in Spanish.
Consultant 8: National Sustainable Finance specialist **Type:** IC **Cost per person week:** $1,250 **Number of person weeks needed:** 4	**Role** Under the guidance of the International Consultant, guidance of the National PPG Coordinator, the National sustainable finance consultant will act as an advisor and technical resource person during the development of the Project until its submission of the Full sized GEF CEO Endorsement documents to the GEF for final approval. This will involve provision of technical support for the various tasks defined in the PPG including: **Deliverables** • Preparatory Technical Studies and Reviews (Component A): Prepare inputs and support the required analyses/studies, as agreed with the PPG Team Leader, including: • Review the available methodologies for financial assessment in the tourism sector, including examples from other countries, to develop a comparative evaluation of best practices, an initial work plan, and a framework to determine the financial needs of the sector. • Conduct preparatory studies and technical reviews on the tourism or tourism-related supply chains, with a special focus on challenges, opportunities and lessons learned, and their relationship to the national legal and institutional framework; • Coordinate the collection of relevant data and serve as a liaison with ministries and relevant partners, as appropriate, and organize a national consultation workshop to define the financial needs of the tourism sector to reduce the reliance on long-range

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	transport and import, high consumption of natural resources and harmful materials to create local jobs and protect local ecosystems and biodiversity. • In close coordination with the National coordinator, assess current policies, laws, regulations and financial instruments that integrates sustainable financing targets in the tourism sector; • In collaboration with other national institutions and organizations, organize workshops/meetings to increase their reliance on local and sustainable supply chain and propose modified financial organizational arrangements that fully support project implementation. • Support the implementation of consultations, workshops and activities for the formulation of the project on issues relevant to this consultancy; • Formulate the technical sheets describing the activities to be developed with each of the project stakeholders; • Maintain regular communication with PPG national team members and international consultants as relevant through electronic means, when necessary and for the required duration; • Participate in and provide input to meetings with the different stakeholders for the formulation of the project document and prepare the respective reports. • Contributions to the Formulation of the ProDoc, CEO Endorsement Request • <u>Mandatory and Project Specific Annexes (Component B):</u> • Prepare inputs and support the development of final PPG deliverables, as agreed with the PPG Team Leader. • <u>Validation Workshop (Component C):</u> • Participate in and contribute to the validation workshop, if necessary; and • Support necessary revisions that arise during the workshop, as appropriate. • <u>Final Deliverables:</u> • Thematic work schedule agreed with UNDP, UNDP designated focal point. • Assessment of current policies, laws and regulations to integrate sustainable finance for the tourism sector on the national agenda. • Lead the preparation (with team support) of a draft report on the assessment of financing needs in the tourism sector to achieve the sector's reliance on long-range transport and import, high consumption of natural resources and harmful materials to create local jobs and protect local ecosystems and biodiversity, which will be discussed at the validation workshop and reviewed by the project's national team. • General report of the workshops and activities developed in the framework of the work of the national project formulation team, with special attention to relevant technical inputs and proposals on the topic of sustainable finance for the tourism sector. • Provide specific recommendations for capacity building scope related to increase the use of local supply chains that could improve market access legal and institutional frameworks taking into account gender aspects • Participate to required missions led by the international consultant and, within them site visits, as planned in this assignment and for the site visits, when needed for purposes of the project's formulation, to prepare project stakeholders for these essential elements which will take place during its implementation; • Provide general advice and assistance as requested by the international consultant or the National PPG Coordinator; **Qualifications**

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	• Graduate in finance, economics, environmental management, industrial engineering or similar. • Master's degree or advanced studies in the area of interest will be considered an advantage. • At least five (7) years of experience in Environmental finance, accounting, economics, management, or a related field. • At least eight (5) years of experience in issues related to environmental sustainability, sustainable production, and consumption and/or climate change mitigation. • At least three (3) years of experience working with the private sector or SMEs in sustainable finance issues. • Experience in project design and formulation will be considered an asset. • Experience with UNDP or other UN projects, processes, guidelines and structure of UN organizations will be considered an asset. • Experience in GEF project formulation or implementation is desirable and will be considered an asset. • Fluency in spoken and written English is required.