Initiation Plan / GEF PPG

Project Title:
(9715) Conserving Biodiversity and Natural Resources through Spatial Planning and Integrated Landscape Management

Country:
China

Country Programme Outcome:
United Nations Sustainable Development Cooperation Framework for the People's Republic of China (2021-2025):
People in China and the region benefit from a healthier and more resilient environment (Outcome 3).

Expected Output(s): UN analytical inputs and technical assistance have helped to strengthen China's resources and capacity for developing, implementing and enforcing biodiversity conservation policies and investments at national and local levels.
With UN analytical inputs and technical assistance, China develops and adopts innovative technologies, approaches, and gender-responsive practices in support of climate and disaster resilience and biodiversity conservation, including for left- behind groups.

UNDP Strategic Plan Output: UNDP Strategic Plan 2022-2025 – Directions of Change: Accelerating structural transformations for Sustainable Development
Signature solution – Environment: Putting nature and the environment at the heart of national economies and planning; helping governments protect, manage and value their natural assets.

Gender Marker rating: *GEN2*

SES Pre-Screening Categorization: *Moderate*

Quantum Project ID: 01003701 / Quantum Award ID: 1376328 /	**Total budget:**	**US$150,000**
	Allocated resources: • GEF	US$150,000

PIMS number: 9715 Management Arrangement: *DIM*	• Government • UNDP

AGREED BY

UNDP Resident Representative[1]	Signature	*Day/Month/Year* 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: *Conserving Biodiversity and Natural Resources through Spatial Planning and Integrated Landscape Management.* As described in the project concept (PIF/child project concept note), this project aims to *create an enabling environment to eliminate drivers of biodiversity loss and degradation, overcoming barriers to effective biodiversity conservation. Using a "cross-sector, jurisdiction and scale" approach and harnessing the synergy of national spatial planning and integrated landscape management, the project seeks transformative change to achieve significant national and global environment benefit*.

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/RTS) 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 the 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	*Oct 20, 2025*	FSP: within 10 months of PIF approval.[2]
First GEF Submission Deadline for CEO Endorsement	*Dec 20, 2025*	FSP: must be within 12 months of PIF approval **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	*Jun 20, 2026*	FSP: must be within 18 months of PIF approval **If the project has not been CEO endorsed by the deadline, it will be automatically cancelled by the GEF Sec.**

Management Arrangements

The UNDP *China Country Office* 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. *UNDP China* will chair the Working Group. Working Group members will include: *Ministry of Finance and Ministry of Natural Resources. Project-level coordination will also take place involving FAO, World Bank, ADB, IUCN etc., academic institutions such as the Chinese Academy of Sciences, private entities such as Ant Group, as well as project partners for other UNDP-supported biodiversity conservation projects*.

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

[2] Submission to RTS/RTA for review before Sep 20, 2025

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.
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 pre-screening prepared during the PIF design phase has initially determined the overall risk categorization of this project as *Moderate* and highlighted potential safeguards risks to be further assessed during the PPG phase.

An SES Framework –namely, *a SESP (social and Environmental Screening Procedure), and Environmental and Social Management Framework (ESMF, supported by a Process Framework and Ethnic Minorities Planning Framework)*–will be prepared to ensure that the necessary assessments are carried out and management plans prepared 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.

d. Identification of project sites

Based on the above reviews and through consultation with stakeholders, the four targeted project *pilot* sites will be identified as follows:

- *The target area in Yunnan Province including the Erhai Lake ecosystem;*
- *The target area in Sichuan Province including the Ruoergai Wetland National Nature Reserve;*
- *The target area in Jiangsu Province including the Yancheng Wetland National Nature Reserve;*
- *The target area in Zhejiang Province including the Baishanzu National Park.*

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 (which will incorporate principles of Free, Prior and Informed Consent where applicable) 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/RTS). 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[3].
- 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 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

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

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/RTS 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

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.
- 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: targeted management plans, ESMF (Environmental and Social Management Framework), with a Process Framework and Ethnic Minorities Planning Framework.

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.

As part of the GEF Core Indicators requirement, the required METTs will be prepared in the GEF-7 Excel template; the relevant details will be included in the GEF-8 Core Indicators template, and the final Excel METT file will be submitted to UNDP (not be annexed to the ProDoc).

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.

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 7 Taxonomy
- Initial Project Procurement Plan and TORs for key Project staff

Upon a request from the RTA/RTS 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[4].

IV. TOTAL BUDGET AND WORK PLAN FOR GEF PPG

Quantum Project ID:	01003701	**Project Title:**	Conserving Biodiversity and Natural Resources through Spatial Planning and Integrated Landscape Management
Quantum Award ID:	1376328	**Award Title:**	PIMS9715-Conserving Biodiversity
Business Unit:	UNDP-CHN		
PIMS number:	9715		
Implementing Partner:	United Nations Development Programme		

GEF Outcome/Quantum Activity	Responsible Party	Fund ID	Donor Name	Quantum Budgetary Account Code	QUANTUM Budget Description	Amount US$	Budget Notes
Project preparation grant to finalize the	**UNDP**	**62000**	**GEF TRUSTEE**	71200	International Consultants	**60,000**	**1**

[4] The Validation process includes the inception mission and workshop as well. Inception products are hence included under Component C in workplan and TORs

UNDP-GEF project document for project *Conserving Biodiversity and Natural Resources through Spatial Planning and Integrated Landscape Management*				71300	Local Consultants	**34,000**	**2**
				71400	Contractual Services – Individual	**22,100**	**3**
				71600	Travel	**24,900**	**4**
				72500	Supplies	**1,000**	**5**
				75700	Trainings, workshops	**5,000**	**6**
				74110	Audit Fees	**3,000**	**7**
					PROJECT TOTAL	**150,000**	

Budget Note No.	**Budget Note** *Budget note should detail the use of the use of the budget. For example, outputs/deliverables of the consultants must be clear. Include cost breakdown and calculation basis (e.g., daily fee and number of days/weeks, unit cost and quantity)*
1	International GEF Project Development Specialist (GEF PPG Team Leader) - $650 for 60 days. Scope of work and deliverables are stipulated in the Terms of Reference. - Total budget $39,000 International Safeguards Specialist - $600 for 35 days. Scope of work and deliverables are stipulated in the Terms of Reference. - Total budget $21,000
2	National Natural Resources Management and Nature-based Solution Specialist (National Team Leader) - $350 for 50 days. Scope of work and deliverables are stipulated in the Terms of Reference. - Total budget $17,500 National Gender and Stakeholder Engagement Specialist - $300 for 20 days. Scope of work and deliverables are stipulated in the Terms of Reference. - Total budget $6,000 National Spatial Planning Specialist - $350 for 30 days. Scope of work and deliverables are stipulated in the Terms of Reference. - Total budget $10,500
3	National Coordinator (CO NPSA 4)

	- $260 for 85 days. Scope of work and deliverables are stipulated in the Terms of Reference. - Total budget $22,100
4	Travel cost for the following consultants and missions: - International Team Lead and Safeguards Specialist (for the inception workshop, field visits and validation workshop), in total 2 missions for $10,000; - National Team Lead, Gender Specialist and Spatial Planning Specialist, 1 mission respectively for $14,900.
5	Cost for stationery and printed materials required by the PPG team during assignment, and for workshops/consultations, in total $1000.
6	Cost for venue and catering to hold the PPG inception workshop, the validation workshop and other consultation meetings or trainings, in total $5000.
7	Cost for HACT assessment, in total $3000.

V. GEF PPG ACTIVITIES TIMEFRAME AND BUDGET

PPG Activity	Budget $	Jan 25	Feb 25	Mar 25	Apr 25	May25	Jun 25	Jul 25	Aug25	Sep25	Oct25	Nov25	Dec25	Jan-Jun 26
Recruitement of PPG Team	-													
Request for ASL	-													
PPG Kick-off Meeting (online)	-													
Component A: Preparatory Technical Studies & Reviews – desktop and field-based studies and data collection; gender analysis; SES screening and assessments; identification of project sites; financial planning, co-financing, and investment mobilized; most appropriate project implementation and execution modality; other required studies	**58,700**													
Component B: Formulation of UNDP-GEF Project Document, CEO Endorsement Request and Mandatory and Project Specific Annexes	**55,700**													
Negotiate and collect co-financing letters from Governments and potential partners														
Project RRF, Toc & TBWP for RTA/RTS review														
Project RRF, Toc & TBWP for HQ internal review														
Component C: Validation Workshop and Report	**35,600**													
Inception Workshop (as part of Component C)														
Delivery of final outputs	**-**													

Draft ProDoc, CEO ER and Annexes for RTA/RTS review														
Draft ProDoc, CEO ER and Annexes for BPPS review and clearance														
PPG submission for internal clearances														
First GEF submission	-													
Necessary reviews/revisions and expected GEF CEO endorsement	-													
TOTAL	**150,000**													

VI. MANDATORY ANNEXES

Annex 1: GEF CEO PIF/PPG Approval Letter



M.Sc. Carlos Manuel Rodriguez
CEO and Chairperson

November 19, 2024

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

Dear Ms. Bennet,

I am pleased to inform you that I have cleared the project concept detailed below for inclusion in the upcoming work program. I have also approved your request for Project Preparation Grant.

Decision Sought:	Project Identification Form (PIF) Clearance for Work Program Inclusion and Project Preparation Grant Approval
GEFSEC ID:	11693
Agency(ies):	UNDP
Agency(ies) ID:	9715 - UNDP
Focal Area:	Biodiversity
Project Type:	Full-sized Project
Country(ies):	China
Name of Project:	Conserving Biodiversity and Natural Resources through Spatial Planning and Integrated Landscape Management
Indicative GEF Project Financing:	$5,509,453
Indicative Agency Fee:	$523,397
PPG:	$150,000
PPG Agency Fee:	$14,250
Funding Source:	GEF Trust Fund

Break-down:		Project Financing Amount (US$)	Agency Fee (US$)				Total Project Cost (US$)
Agency	Trust Fund		20% to be committed at Council approval (US$)	50% to be committed at first disbursement (US$)	30% to be committed at mid-term review (US$)	Total Agency Fee (US$)	
UNDP	GEF TF	5,509,453	104,679	261,699	157,019	523,397	6,032,850
Total		**5,509,453**	**104,679**	**261,699**	**157,019**	**523,397**	**6,032,850**

Break-down:	Project Preparation	PPG Fee (US$)	Total (US$)

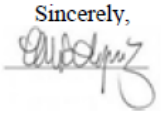
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Ms. Bennet

		Grant (US$)		
Agency	Trust Fund			
UNDP	GEF TF	150,000	14,250	164,250
Total		**150,000**	**14,250**	**164,250**

This PIF clearance and PPG approval are based on the understanding that the project is in conformity with GEF Trust Fund focal area strategies and with GEF policies and procedures. Please ensure that your final project document, having fully addressed all Secretariat, STAP, Convention Secretariats and Council comments, will be endorsed within 18 months of Council approval of the work program.

Sincerely,



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

Copy to: Country Operational Focal Point, Trustee

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

Position, Type and Cost	Role, Deliverables and Qualifications
Consultant 1: International Project Development Specialist (GEF PPG Team Leader) **Type:** IC **Cost per person week:** $3,250 **Number of person weeks needed:** 12	**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 all mandatory and project specific Annexes and supporting documentation. S/he will be responsible for managing all the 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 consultants with clear delegation of responsibilities for the International Consultant (IC) and National Consultants (NCs); b. Create and maintain reporting lines in close collaboration with Programme Officer and RTS/RTA; c. Ensure that project development is participatory, socially inclusive and gender-responsive, and based on extensive stakeholder engagements; and d. Verify and ensure that all project components are technically sound and cost effective. e. Support the development, review and finalization of national and international consultant TORs as required to ensure the effectiveness of their roles and deliverables with the preparation of the Project Documents and their recruitment as necessary f. Identify and propose additional studies as required and assign to the PPG Team Members their respective contributions g. Identify the interface between priorities and strategic actions can be aligned with the project's strategy and UNDP's Nature Pledge's three shifts h. Populate a shared online folder with the respective project documentation and maintain updated versions of the documents at the various stages of the project development cycle, including the work plan as per 1a 2) Preparatory Technical Studies and Reviews (Component A): With inputs from the national consultants, as detailed in their respective TORs: a. Compile baseline/situational analysis for the full-size project (FSP). 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; b. Apply the designated four-step Nature Pledge methodology to identify the interface between the proposed project and the shifts and targets of the UNDP's Nature Pledge with the purpose of project alignment; c. A stocktaking of all baseline projects, their geographical spread, financing and technical capacities to maximize synergies in institutional, operational and technical areas;

	d. Lead and oversee the stakeholder analysis and consultations, with support from national consultants, and ensure that they are complete and comprehensive including consultations with the private sector, academic institutions and local communities from project sites; e. Ensure the preparation of the social and gender analysis and ensure its findings are meaningfully integrated into the project's strategy, theory of change, SESP, and results framework; f. Ensure action points, including risk assessments, from any SES pre-screening and the PISC process (prepared at the concept note stage) are fully implemented during the PPG; 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. Oversee the consultations with partners regarding financial planning including co-financing and investment mobilized and deliver in the necessary format; h. Ensure the design of appropriate project knowledge management processes and platforms, ensuring appropriate linkages to existing mechanisms and knowledge sharing in project landscapes; i. Lead and oversee the identification of opportunities for private sector engagement and co-financing; j. Ensure the preparation of partner capacity assessments and discussions on management arrangements early in the PPG process; k. Ensure and oversee the preparation of project-level Grievance Redress Mechanism (GRM) in direct collaboration with the SES specialists; Ensure completion of any additional studies that are determined to be needed for the preparation of the ProDoc and all other final outputs l. Oversee the consultations with partners regarding financial planning; and m. 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 consultants, as detailed in their respective TORs, and based on international best practice: a. Develop, present and articulate the project's theory of change, including problem and solution trees developed in consultation with project stakeholders, specifically considering GEF STAP guidance 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 Socially Inclusive and Gender Responsive Comprehensive Stakeholder Engagement Plan e. Oversee and ensure the preparation of a Gender Action Plan and Budget; f. Oversee and ensure the updating of the SESP based on assessments undertaken during Component A, and ensure the development of required environmental and/or social management plan(s) as required, and that all implementation-phases SES requirements are fully incorporated into the design of the project and its TBWP; g. Oversee and ensure appropriate incorporation of the project-level Grievance Redress Mechanism (GRM) in the ProDoc and annexes in collaboration with the SES specialists h. Oversee the preparation of the required GEF tracking tools (if required) and GEF Core Indicators and ensure these are supported by robust and validated data;

	i. Work with the UNDP Country Office to select indicators for the respective outcomes of the UNDP Strategic Plan Integrated Results and Resources Framework (IRRF) as necessary j. Complete the risk register and update any SESP related documentation based on assessments undertaken under Component A k. Formulate a partnership plan, the learning plan and impact monitoring for the project l. Develop a detailed knowledge management and communication strategy; m. Secure all co-financing letters; n. Prepare the indicative procurement plan; o. Secure and present agreements on project execution and management arrangements and ensure that the project aligns to UNDP-GEF guidance on UNDP execution support; p. Prepare Total Budget and Work Plan (TBWP) and Indicative Procurement Plan Secure and present agreements on project execution and management arrangements and ensure that the project aligns to UNDP-GEF guidance on UNDP execution support; q. Ensure the completion of the required official endorsement letters; and r. 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.[5] s. Support the resolving of comments and address all feedback as necessary until final GEF CEO Endorsement 4) <u>Validation Process (Component C)</u>: a. Lead the inception and validation workshop to initially present, discuss and then 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 workshops; and c. Ensure completion of both the Inception and the Validation Workshop Reports, compiling contributions from all team members 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. Finalized SESP (and SES frameworks and management plans as required); d. Upon request from the UNDP Regional Technical Adviser/Regional Technical Specialist during the PPG implementation, the PPG team may be required to prepare additional annexes. e. All documentation from GEF PPG (including technical reports, meeting minutes, etc.); and f. Validation Workshop Report. **Qualifications** ▪ Master's degree or higher in a relevant field, such as natural resources management, environmental sciences, ecology, conservation biodiversity;

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

	▪ Minimum of 15 years of demonstrable experience in the technical area of *ecological restoration and biodiversity management with experience in OECM,* and in preparing high quality project documents, particularly for UNDP and GEF projects; ▪ Minimum of 10 years of experience with project development, implementation and evaluation, including formulation of biodiversity conservation projects with capacity development elements; ▪ Knowledge of and experience in landscape management and spatial planning; ▪ Experience working in leveraging investments for biodiversity and ecosystem conservation or related initiatives is highly desired. ▪ Demonstrated understanding of the GEF rationale and procedures, and demonstrated experience in formulation of GEF-funded project proposals, using the logical framework and the results-based management approaches; ▪ Demonstrated leadership, facilitation and coordination skills, with ability to manage technical teams, engage with stakeholders, design participatory processes and form strategic partnerships and alliances; ▪ Demonstrated ability to work independently and deliver high quality outputs in a timely manner; ▪ Previous working experience with GEF project agencies, such as UNDP or World Bank, and familiarity with GEF and UNDP policies, procedures and practices are assets; ▪ Experience in working with Chinese government agencies or elsewhere in Asian context is an asset; ▪ Excellent written and oral communication skills in English.
<u>Consultant:</u> International Safeguard Specialist **Type:** IC **Cost per person-week:** $3,000 **Number of person-weeks needed:** 7 weeks	**Role** The International 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. The Specialist will also work in close collaboration with the rest of the PPG team to identify opportunities to integrate SES into the design of project activities. **Deliverables** 1) <u>Preparatory Technical Studies and Reviews (Component A): Prepare inputs and support the required analyses/studies, as agreed with the GEF PPG Team Leader, including:</u> a. Perform a SESP analysis in the beginning of the assignment and educate the PPG team and key partners on safeguards. Complete the UNDP Social and Environmental Screening Procedure (SESP) in an iterative manner, and support the detailed assessment of all project risks including consultations with local stakeholders; b. Develop an ESMF, which should include a review of applicable national regulatory instruments and clearly describe further steps and procedures for carrying out risk assessments and developing risk management plans; c. With support of the Gender and Stakeholder Engagement Expert, 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, develop an Ethnic Minorities Planning Framework or Plan, and integrate relevant matters as needed including FPIC into project design and into the **comprehensive Stakeholder Engagement Plan, ensuring that all FPIC consultations, issues flagged, actions taken and any outcomes are comprehensively documented**;

d. Develop and integrate a Process Framework into the ESMF and Prodoc as appropriate;
e. 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.

2) <u>Formulation of the ProDoc, CEO Endorsement Request and Mandatory Annexes as well as project specific annexes (Component B):</u>
   a. 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;
   b. Prepare SES management Plans and ESMF as required (including a community engagement plan consistent with requirements of SES Standard 6)
   c. 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;
   d. Provide inputs for the development of the Stakeholder Engagement Plan to ensure it is complying with UNDP FPIC process in particular consideration of Indigenous people or Ethnic minorities.
   g. Support the agreements on project management arrangements and ensure that gender and safeguards are adequately incorporated into these arrangements.
   h. Support the resolving of comments and address all feedback as necessary until final GEF CEO Endorsement

3) <u>Validation Workshop (Component C):</u>
   a. Contribute to the validation process and workshop including at inception stages;
   b. Support all necessary revisions that arise during the workshops, as appropriate;
   c. Contribute to the completion of both the Inception and the Validation Workshop Reports.

4) <u>Final Deliverables:</u>
   a. Finalized Social and Environmental Screening (SESP);
   b. Finalized SES management plans and ESMF as required;
   c. Appropriate inputs to the comprehensive Stakeholder Engagement Plan on any Indigenous Peoples or Ethnic Minorities present within the demonstration landscape (the equivalent of an IPPF could be incorporated into the SEP);
   d. Process Framework as appropriate;
   e. Appropriate inputs to the final UNDP-GEF project document based on guidance from the PPG Team Leader.
   f. Upon request from the UNDP Regional Technical Adviser/Regional Technical Specialist during the PPG implementation, the PPG team may be required to prepare additional annexes.

Qualifications

	▪ Master's degree or higher in Environmental engineering, Civil Engineering, Natural Resource management, Environment Science or Landscape Planning; ▪ Minimum 7 years of demonstrable experience in the technical area of social and environmental safeguards risk assessment and mitigation with particular experience in the UNDP SES Policy; ▪ 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 English.
Consultant: National Natural Resources Management and Nature-based Solution Specialist (National Team Leader) **Type:** NC **Cost per person-week:** $1,750 **Number of person-weeks needed:** 10	**Role** The National natural resources management and nature-based solutions (NbS) Specialist will be the lead national consultant and will develop mandatory project Annexes related to application of integrated natural resources management and nature-based solutions as part of the project, while support adherence of project development to GEF guidance UNDP's SESP and specific requirements, as appropriate. The consultant will be a natural resources management and nature-based solution expert with experience in (a) developing biodiversity-oriented natural resources management including spatial planning, land-use regulation and natural capital accounts; (b) identifying nature-based solutions in key ecosystems of both natural and productive landscapes to support the tourism, food (agriculture and fisheries) and urban sectors, (c) conducting baseline analysis and surveys, ecosystem restoration and conservation, capacity building in these fields, (d) preparing land-use guidelines and natural resources management plans. **Deliverables and responsibilities** The list below outlines key responsibilities and deliverables of this contract. The PPG Initiation Plan for this project provides further and more detailed guidance regarding the responsibilities of the prospective PPG team and must be consulted accordingly. 1) <u>Management of the PPG team:</u> a. Support the GEF PPG Team Leader with management of the PPG Team, ensuring coordination between individual national consultants; 2) <u>Preparatory Technical Studies and Reviews (Component A): Prepare inputs and support the required analyses/studies, as agreed with the GEF PPG Team Leader, including:</u> a. Desk Review of technical interventions related to natural resources management and landscape restoration applied in the context of China, including tested and new, biodiversity-oriented landscape management, Nature-based Solutions; b. Support the identification of social and environmental risks linked to the project co-financing from a technical and operational perspective and assist complete the UNDP Social and Environmental Screening Procedure (SESP), and support the

	detailed assessment of all project risks including consultations with local stakeholders; c. Prepare inputs for the baseline/situational analysis on China's biodiversity-related natural resources managements and nature-based solution interventions. This will include (a) analyses of baseline policies, plans at national and provincial level, and (b) baseline initiatives at local level, including local government and community related to ecosystem restoration, opportunities and priorities for community involvement with a specific reference to ecological products and establishment of close-to-nature business initiatives, (c) institutional roles, capacity development needs and goals for existing and potential initiatives; d. Identify gaps and assess opportunities for improving the natural resources management and nature-based restoration in China through the restructuring, planning, standards, technical guidelines and methodologies and financial mechanisms governing the biodiversity conservation works in China; e. Assess existing nature-based solution activities in terms of risk assessment, data management and monitoring systems and identify appropriate project interventions to improve the field implementation of nature-based interventions, including data management and evaluation; f. Assess existing natural resources management legal and technical frameworks, inter-agency communication, multi-sectoral coordination, information sharing and risk assessment, and identify appropriate project interventions to improve the natural resources management, including development and evaluation of landscape plans, land-use guidance; g. Identify key training and capacity needs for biodiversity-related natural resources management and nature-based solutions interventions among relevant national and local natural resource and spatial planning bureaus and institutions, with environmental NGOs and the key training needs for the stakeholders in intervention landscapes (in collaboration with National Stakeholder Engagement and Capacity Development Specialist, Gender and Safeguards Specialist for project site); h. Adapt the UNDP Capacity Assessment Scorecard to suit natural resources management and nature-based solutions and conduct baseline assessments of the capacity of the natural resources agencies using the adapted scorecard, work closely with the GEF PPG Team Leader to ensure its findings are meaningfully integrated into the project's strategy, theory of change, results framework and to ensure that all proposed natural resources management and NbS project activities are eligible for funding based on the requirements and approach of the GEF-8 Strategy; i. Coordinate the identification of priority geographical locations for establishing OECMs candidates, landscape/seascape for the NbS implementations including building ecological corridors and restoring habitats for biodiversity hotspots, and define these landscapes and their selection criteria for project intervention (i.e. GEF-8 restoration criteria / GEBs, building on previous or ongoing landscape restoration management initiatives in China, particularly those supported by GEF); j. Identify and describe specific interventions of natural resources management and NbS applicable to the target areas, including field methods, techniques, and produce a NbS Technical and Operational Manual as an Annex, inclusive of indicators, means of verification and potential targets for project components, so this can be used as guide and blueprint for agencies and stakeholders during project implementation;

	k. Support the completion of any other additional studies and material that are determined to be needed for the preparation of the ProDoc and all other final outputs as guided by the PPG Team Leader and/or upon request of RTA/RTS. 3) <u>Formulation of the ProDoc, CEO Endorsement Request and Mandatory Annexes as well as project specific annexes (Component B):</u> a. Support the development of 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; b. Support the development ESMF, with appropriate budget and identification of appropriate project interventions to ensure biodiversity-oriented natural resources management and nature-based solutions including at the project sites; c. Using the findings from the analysis based on Component A, provide inputs to the project's results framework, including indicators, means of verification and targets for implementation, and theory of change; d. Provide inputs for the development of the Stakeholder Engagement Plan on biodiversity-oriented natural resources management and nature-based solutions; i. Appropriate inputs to the final UNDP-GEF project document and GEF CEO ER based on guidance from the PPG Team Leader. j. Support the resolving of comments and address all feedback as necessary until final GEF CEO Endorsement 4) <u>Validation Workshop (Component C):</u> a. Contribute to both the inception and the validation workshop; b. Support all necessary revisions that arise during the workshop, as appropriate; c. Contribute to the completion of both the Inception and the Validation Workshop Reports. 5) <u>Final Deliverables:</u> a. Finalized biodiversity-oriented natural resources management and nature-based solutions component in ESMF; b. A report on the detailed analysis of natural resources management and nature-based solutions interventions baseline (technical, multi-sector cooperation and information-sharing, institutional capacity) and recommended project interventions to improve development of natural resources management and nature-based solutions as part of landscape restoration resilience and management through improved legislation, policy, multi-sector cooperation, capacity and stakeholder engagement; c. Provide relevant quality text sections for the ProDoc package on the aspects mentioned above; d. Upon request from the UNDP Regional Technical Adviser/Regional Technical Specialist during the PPG implementation, the PPG team may be required to prepare additional annexes. **Qualifications** • Master's degree or higher in a relevant field, such as natural resource management, landscape ecology, conservation biology, ecology, forestry or environmental sciences. • Minimum 10 years of relevant professional experience in technical area of natural resources management and conservation, sustainable land management,

	and the application of Nature-based solutions for natural and productive landscapes. Ideally, the specialist will have knowledge and experience across the range of NbS assessment and management strategies, especially in field application; • Demonstrated understanding of political, legal and institutional context and priorities for natural resources management in China; • Experience carrying out participatory NbS assessment; experience collecting and formulating NbS responsive indicators, and preparing NbS management plans as part of critical landscape initiatives or spatial planning; • Prior experience in the safeguards assessments and processes of international organizations and donors, such as World Bank, UNDP, etc; • Demonstrated experience working on policy and programmatic issues with national and local governments and civil society organizations including community organizations; • Demonstrated Experience working with government institutions, as well as civil society/private organizations and consultants/field biologists; • Experience with GIS mapping, project development and results-based management methodologies is highly desired; • Excellent analytical, writing, advocacy, presentation, and communications skills are required; Experience working with relevant stakeholders in China or the Pacific is essential; • Excellent written and oral communication skills in English.
<u>Consultant:</u> National Gender and Stakeholder Engagement Specialist **Type:** NC **Cost per person-week:** $1,500 **Number of person-weeks needed:** 4	**Role** The consultant will be a gender and social inclusion expert with experience in-depth gender analysis and local community engagement. **Deliverables** 1) <u>Preparatory Technical Studies and Reviews (Component A): Prepare inputs and support the required analyses/studies, as agreed with the GEF PPG Team Leader, including:</u> a. Prepare the gender analysis 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; b. Prepare the Stakeholder Analysis and ensure findings are meaningfully integrated into the project's strategy, theory of change and results framework; c. Assist the review of the SESP pre-screening of the PIF and support the detailed assessment of all project risks including consultations with local stakeholders in collaboration with the PPG team; d. Contribute to assessment of Indigenous Peoples/ethnic minorities within project landscapes and their interests and support development of the Ethnic Minorities Planning Framework/Plan and FPIC procedures as applicable (note the Ethnic Minorities Planning Framework could be stand-alone or incorporated into the Stakeholder Engagement Plan). . B; e. Advise on gender responsive stakeholder analysis and consultations and ensure that they are complete and comprehensive; and f. 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. 2) <u>Formulation of the ProDoc, CEO Endorsement Request and Mandatory Annexes as well as project specific annexes (Component B):</u>

	a. Prepare the Gender Mainstreaming Plan, with appropriate budget and identification of appropriate project interventions to ensure gender mainstreaming including at project demonstration sites; b. 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 and indicator framework; c. Provide inputs for the development of the Stakeholder Engagement Plan to ensure it is Socially Inclusive and Gender Responsive; d. Prepare the Gender Action Plan and Gender Mainstreaming Plan, along with their Budget; k. Support the agreements on project management arrangements and ensure that gender and safeguards are adequately incorporated into these arrangements. l. Support the resolving of comments and address all feedback as necessary until final GEF CEO Endorsement 3) <u>Validation Workshop (Component C):</u> a. Contribute to both the inception and the validation workshop; b. Support all necessary revisions that arise during the workshop, as appropriate; c. Contribute to the completion of both the Inception and the Validation Workshop Reports. 4) <u>Final Deliverables:</u> a. Final Gender Analysis and Action Plan and budget; b. Finalized Stakeholder Engagement Plan including on gender-responsive consultation and consultations with local communities; c. Appropriate inputs to the final UNDP-GEF project document based on guidance from the PPG Team Leader; d. Upon request from the UNDP Regional Technical Adviser/Regional Technical Specialist during the PPG implementation, the PPG team may be required to prepare additional annexes. **Qualifications** ▪ Master's degree or higher in a relevant field, such as social studies, sociology, anthropology, gender studies, gender and development, women and environment, or women and sustainable development; ▪ Minimum 7 years of demonstrable experience in gender mainstreaming, and community development; ▪ 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 and 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.
Consultant: National Spatial Planning Specialist **Type:** NC **Cost per person-week:** $1,750 **Number of person-weeks needed:** 6	**Role** The National Spatial Planning Specialist will be responsible for providing necessary inputs and conduct technical studies & reviews mainly related to Component 2 (landscape management and policy integration: implementation actions of landscape management with territorial spatial planning to restore habitats and conserve biodiversity) to support the development of the UNDP Project Document (ProDoc). The consultant will be a specialist in ecosystem restoration policy and technical guidelines, biodiversity-related spatial planning and OECMs, with knowledge in the field of landscape restoration and management. The National Spatial Planning Specialist also will coordinate the development of project interventions and baseline assessments for four project targeted landscapes in Yunnan, Sichuan, Jiangsu and Zhejiang provinces. The consultant will be responsible for the preparation of a detailed landscape profile report, for assessing site needs and capacities, and for defining appropriate project targets and interventions at landscape level. The consultant will also work with the National Gender and Safeguard Specialist on formulation's stakeholder consultation processes within the four demonstration landscapes to support the development of the UNDP Project Document (ProDoc), with regard to the landscape and sustainable biodiversity resource management. **Responsibilities and Deliverables** 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: a. Prepare inputs for the baseline/situational analysis on China's biodiversity-related landscape management planning, operations, institutional coordination and stakeholder engagement processes. This will include analyses of national and provincial policies, plans, and local formulation and implementation of the Territorial Spatial Planning; institutional roles and capacity development needs for appropriate landscape management and restoration measures; suitable ecosystem restoration guidelines and approaches, including OECMs; financial mechanisms supporting government and community biodiversity conservation activities; b. Identify gaps and assess opportunities for improving the landscape management and restoration in China through the restructuring, planning, standards, technical guidelines and methodologies and financial mechanisms governing the biodiversity conservation works in China; c. Identify key training needs for relevant national and provincial natural resource and spatial planning bureaus and institutions, and conduct baseline capacity development scorecards assessments to gauge stakeholder capacity needs for mainstreaming biodiversity conservation in landscape management and planning (coordinating closely with the National Stakeholder Engagement, Gender and Safeguards Specialist); d. Identify appropriate Results Framework indicators and targets related to landscape restoration and biodiversity spatial planning; collect baseline data for the relevant indicators (including the GEF Core Indicators); choose the means of measurement; and define targets, key risks, and assumptions linked to these indicators;

	e. Support the stakeholder analysis, consultations and co-financing contributions, particularly with national-level stakeholders and private sector, and ensure that they are complete and comprehensive; f. Lead development of the project landscape profile report for project targeted landscapes in Yunnan, Sichuan, Jiangsu and Zhejiang Provinces; ecological significance of signature ecosystems and gaps in the current landscape restoration processes and engagements; local activities obstructing or counteracting current/future ecological restoration, e.g., the creation of ecological corridors; baseline initiatives including local government and community related to ecosystem restoration as well as livelihood/business development in the protected areas; opportunities and priorities for community involvement with a specific reference to ecological products and establishment of close-to-nature business initiatives; g. For the selected project areas identify, through analysis, the potential demonstrations and guidelines referring to the "Site-level Tool for Identifying Other Effective Area-based Conservation Measures (OECMs) by IUCN[6] h. Determine the projects carbon sequestration benefits and estimate project's GHG emission using the FAO Ex-Ante Carbon-balance Tool and FAO EX-ACT tool; i. Undertake the project's Climate Screening using the STAP Climate Screening Tool[7]; j. Develop a baseline framework for measuring Knowledge, Attitudes and Practices (KAP) on landscape restoration and biodiversity-related spatial planning among target audiences including local communities, with inputs from other national consultants; k. Facilitate the completion of appropriate maps for project landscape and sites, liaising with the provincial and local forestry, water resources, wetlands and natural resources planning bureaus and local academia for provision of the required maps; l. Complete baseline and target values for GEF core indicators related to the project sites; and m. 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. <u>2) Formulation of the ProDoc, CEO Endorsement Request and Mandatory and Project Specific Annexes (Component B)</u>: a. Provide relevant quality text sections for the ProDoc package (including annexes) on the aspects mentioned above; b. Prepare in consultation with the PPG Team Leader, national consultants and relevant government counterparts, the draft of the supporting activity sets which will enable the achievement of the project outputs; c. Prepare in consultation with the PPG Team Leader, national consultants and relevant government counterparts, the draft of the project budget; m. Prepare in consultation with the PPG Team Leader, the national consultants and relevant government counterparts, the draft list of consultants and subcontractors needed for the full project and the related TORs. n. Support the resolving of comments and address all feedback as necessary until final GEF CEO Endorsement

6 : Jonas, H. D., MacKinnon, K., Marnewick, D. and Wood, P. (2023). Site-level tool for identifying other effective area-based conservation measures (OECMs). First edition. IUCN WCPA Technical Report Series No. 6. Gland, Switzerland: IUCN.

7 https://climatescreeningtools.worldbank.org/

	3) Validation Workshop (Component C): a. Contribute to both the inception and validation workshop; b. Support all necessary revisions that arise during the workshop, as appropriate; c. Contribute to the completion of both the Inception and the Validation Workshop Reports. 4) Final Deliverables: a. A report on the detailed baseline/situational analysis on China's biodiversity-related spatial planning policy, technical guidelines, operations, institutional coordination and stakeholder engagement processes along with recommended project interventions under Component 1 (National, Provincial and Local Policies and Mechanisms Update) Component 2 (Landscape Management, Spatial Planning and Habitat Restoration) and Component 3 (Biodiversity Policies, Technical Methods/Standards) and Component 4 (Raise Awareness, Knowledge Management, and M&E) responding to the baseline analysis; b. Draft of the underlying activities needed for achieving project outputs under the project components, as well as draft budget and suggested list of needed project consultants and sub-contractors; c. Baseline capacity development scorecards of relevant national and provincial institutions engaged in the implementation of natural resources spatial planning; d. A detailed landscape profile report for the project targeted areas in Yunnan, Sichuan, Jiangsu and Zhejiang Provinces, including ecological significance of signature ecosystems and the threats/impacts towards these, baseline activities, project site-based and landscape interventions for ecological restoration, and project site maps (to be obtained from government or academia); e. FAO Ex-Ante Carbon-balance Tool and FAO EX-ACT tool calculations for GHG emission and carbon sequestration benefits; f. Knowledge, Attitudes, Practices (KAP) framework; and g. Additional appropriate inputs provided to the Project Document and Annexes, as agreed with PPG Team Leader; h. Upon request from the UNDP Regional Technical Adviser/Regional Technical Specialist during the PPG implementation, the PPG team may be required to prepare additional annexes. **Qualifications** • Master's degree or higher in a relevant field, such as nature conservation, natural resource management, environmental planning, landscape ecology, environmental policy and management, or other related fields; • Minimum 20 years of demonstrable experience in the technical area of sustainable resource management, landscape and integrated biodiversity management with relevant experience in restoration of protected areas in China; • Demonstrated understanding of political, legal and institutional context and priorities for territorial spatial planning and ecological restoration in China; • Demonstrated understanding of political, legal and institutional context for ecological restoration in China and their implication for effective community involvement; • Experienced in developing of national and sector standards for ecological restoration in China; Experienced in drafting national planning of Major Projects of Conservation and Restoration of Nationwide Key Ecosystems (2021-2035);

	• Experience using Ex-Ante Carbon-balance and EX-ACT Tool to estimate carbon emission and sequestered by the project; • Experience developing UNDP Capacity Scorecard and KAP baseline; • Experience working with UNDP and/or on GEF projects an advantage; and • Excellent written and oral communication skills in English and fluency in Chinese.
Position: National Coordinator **Type:** National Personnel Service Agreement (NPSA 4, 33% engagement) **Cost per person-week:** $ 1,300 **Number of person-weeks needed:** 17	**Role** The National Coordinator will work under supervision of Programme Manager and will be responsible for coordinating the national PPG process. Detailed scope of work includes: liaising with the consultants and national counterparts, ensuring the timely provision of inputs to the development of the project from project partners; and ensuring that online consultations take place in a coordinated and effective manner considering time zone differences and stakeholders' schedules. **Responsibilities and Deliverables** The national coordinator will be responsible for following tasks: (1) <u>PPG coordination support</u> a. Coordination and liaison with counterparts (government departments, non-governmental organizations, donor agencies, private sector, UNDP CO and UN agencies); b. Coordination and liaison with PPG Team's consultants; c. Organize meetings and technical discussions, prepare activity arrangements (program and budget), invitations and materials needed for the meetings and discussions; d. Document the proceedings during stakeholder consultations and workshops; e. Support PPG Team in monitoring, updating, and sharing information on progress of deliverables on quarterly basis; f. Provide research support for Project Document preparation and undertake secondary data gathering, as needed; and g. Other tasks deemed necessary for project delivery and completion. <u>2) Formulation of the ProDoc, CEO Endorsement Request and Mandatory and Project Specific Annexes (Component B)</u>: a. Support the PPG Team Leader in preparing the Project budget, Multi-Year Work Plan and, Monitoring & Evaluation Plan; b. Work and coordinate with the PPG Team and Government Experts on the PPG capacity assessment; c. Lead in collecting co-financing letters; d. Support the PPG team leader in the formulation of PPG related documents as needed. <u>3) Validation Workshop (Component C)</u>: a. Contribute to both the inception and validation workshop; b. Document the proceedings of the validation workshop. **Qualifications:** • Secondary education is required, or a University Degree in Business Administration, Public Administration, Natural Resource Management, Environment, Urban Planning or equivalent field will be given due consideration, but it is not a requirement;

	• Experience in one or more of the related technical areas of natural resource management, biodiversity conservation and spatial planning is an asset; • Experience in the use of computers, office software packages (MS Word, Excel, etc.) and web-based management systems; • Knowledge of monitoring and evaluation tools; • Knowledge of project management processes; • Knowledge of procurement procedures of national / international organizations; • Familiarity with UNDP and GEF; • Excellent written and oral communication skills in English.