

Annex Ib – Description of the Action

Project Title: UNDP-UNDRR Support to European Union-Caribbean-Resilient Programme (EU-CA-RES)

Brief Description

The multiple dimensions of vulnerability of the Caribbean have been exacerbated over the last years, triggered primarily by the combination of four major humanitarian and development challenges at once: (i) the COVID-19 pandemic; (ii) increased migration due to political and governance crises coupled with economic crises (Haiti, Cuba and the Venezuelan forced migration and refugee crisis) (iii) the regular Atlantic hurricane seasons, and (iv) a wide range of recurrent hazards (floods, droughts, volcanic eruptions, earthquakes, oil spills, etc) posing intensified and new sources of volatility through impacts on land and marine ecosystems, health, food security and livelihoods, infrastructure and coastal landscapes.

In this context, the overall objective of the INTPA-EU intervention is to **strengthen resilience to the impacts of crisis, including those caused by climate change by (i) increasing coverage and adequacy of inclusive shock responsive and gender inclusive social protection schemes, as well as (ii) accelerating the recovery capacities**. Mobilizing sustainable investments from the Private Sector to reduce risks and build-back-better in critical infrastructure and enhance resilience will be mainstreamed across both pillars.

The Overall Objective of this action is to **increase the resilience to external shocks in the Caribbean**. The Specific Objective of this action is to **make individual, communities, business and institutions better prepared to prevent, minimize impacts and recover from slow and rapid onset events**. The Outputs to be delivered by this action are to:

- 1. Strengthened Caribbean institutions and private sector capacities for the implementation of Multi-Hazard Early Warning Systems (MHEWS) in-country work programmes (led by UNDRR)**
- 2. Strengthened Caribbean Institutions and communities' policy, governance and finance capacities to plan and implement resilient recovery processes (led by UNDP)**
- 3. Enhanced Caribbean countries' capacities in conducting Post Disaster Needs Assessment and developing Recovery Frameworks (led by UNDP)**

Importantly, the “UNDP-UNDRR Support to EU-CA-RES” Action is valued at USD 4,539,563, with an EU contribution of USD 4,190,800, and will be co-implemented by UNDP and UNDRR.

This Action document specifically elaborates the activities that will be managed and implemented by UNDRR and UNDP. The Outputs are expected to span 48 months ~~or 4~~ years and will be implemented by the UNDRR Regional Office for Americas and the Caribbean, and the UNDP Crisis Bureau, respectively, with the leadership support provided by a project team and the engagement of relevant technical and policy experts at both organizations that will ensure continuous quality control, technical and administrative

oversight for the implementation of proposed activities within timelines and budget agreed to.

Sustainability and harmonization will be ensured by close engagement with national authorities and specialized regional stakeholders, as appropriate, including the Caribbean Development Bank (CDB), the World Bank (WB), the Organisation of Eastern Caribbean States (OECS), the Caribbean Disaster Emergency Management Agency (CDEMA), members of the Regional Early Warning Systems Consortium (REWSC), and the Caribbean Chambers of Commerce (CARICHAM). The Caribbean Community Implementation Agency for Crime and Security (IMPACS) and the Regional Security System (RSS) of CARICOM.

1. The Intervention Logic (impact/outcomes/outputs)

In the framework of obligations established in Annex I A of this contract, UNDP (together with UNDRR) will assist the implementation of the objectives of EU-CA-RES by implementing actions focused on recovery and the implementation of Multi Hazard Early Warning systems and involvement of private sector.

The underlying intervention logic for this action is to increase the resilience to external shocks in Caribbean countries. The specific objective is to make institutions and communities better prepared to prevent, minimize impacts and recover from slow and rapid onset events. This will be achieved through:

- **Empowering households and communities:** Accelerating the Comprehensive Disaster Management policy implementation at country level and increasing coverage and adequacy of inclusive shock responsive social protection schemes for most vulnerable people together with other grants and initiatives that support humanitarian assistance and shock response such as ECHO.
- **Increasing Government efficiency:** Accelerating Recovery Capacities, strengthening national social protection systems and reducing future physical risks in complementarity to what FPI is implementing. Indeed, FPI is coordinating the cooperation between the United Nations, the World Bank and the EU on crisis assessments.

The Service for Foreign Policy Instruments is in charge of the tripartite contacts, extensively involving other EU services in this work. A series of projects have been carried out aiming at: development of joint methodologies for the assessments; capacity building for potential participants and strengthening the tripartite cooperation around assessments. Activities will be implemented in close coordination with the regional organizations and other development partners. Private Sector engagement will be fostered in order to sustain multi hazard early warning systems as well as improving recovery and enhancing resilience and build-back-better. Coherence between the overall EU interventions in the area of the Green Deal will be ensured, bringing EU MS in the picture, and linking the action to the regional Team Europe initiative on Green Transition and raising EU profile with our counterparts.

All the above will:

1. Enhance the capacities of DRR and Social Protection practitioners and government counterparts in developing disaster and climate risk informed policies and plans,
2. Improve the infrastructure and capacity of governments, local and regional institutions and communities to better adapt and respond to adverse events or sustain a disaster,
3. Enhance the capacity of the region in recovering from disasters in a sustainable manner.

If this successfully materialises, institutions and communities will be better prepared to prevent, minimize impacts and recover from slow and rapid onset events. This in turn will reduce the impact of disasters, including those related to climate change and epidemics, and to increase the resilience to external shocks in Caribbean countries.

1.1 Objectives and Expected Outputs

The **Overall Objective** of this action is to increase the resilience to external shocks in the Caribbean.

The **Specific Objective** of this action is to make institutions and communities better prepared to prevent, minimize impacts and recover from slow and rapid onset events.

The **Outputs** to be delivered by this action contributing to the corresponding Specific Objective are:

3. Strengthened Caribbean institutions and private sector capacities for the implementation of Multi-Hazard Early Warning Systems (MHEWS) in-country work programmes (led by UNDRR)
4. Strengthened Caribbean Institutions and communities' policy, governance and finance capacities to plan and implement resilient recovery processes (led by UNDP)
5. Enhanced Caribbean countries' capacities in conducting Post Disaster Needs Assessment and developing Recovery Frameworks (led by UNDP)

Output 3: Strengthened Caribbean institutions and private sector capacities for the implementation of Multi-Hazard Early Warning Systems (MHEWS) in-country work programmes (UNDRR).

The primary goal of this project is to strengthen the Multi-Hazard Early Warning Systems (MHEWS) in Suriname, Belize, Grenada, and St. Kitts and Nevis to enhance disaster resilience. By seamlessly integrating the planned activities, the project is dedicated to not only strengthening the MHEWS but also enhancing disaster response capabilities and promoting a culture of long-term disaster resilience in the region, including active engagement with key stakeholders such as the private sector. The project will also emphasize inclusion, gender, women's empowerment, persons with disabilities, youth and others with a view to reaching communities on the ground and empowering actors through the process. This ambitious objective will be pursued through the strategic implementation of two key activities.

Activity 3.1: Develop MHEWS Gaps and Roadmaps that include a gender and disability perspective: The ultimate goal of this activity is to improve multi hazard early warning systems to expand coverage and the effectiveness of such systems. In order to do so countries need to assess their capacities and needs to address the gaps with regards to existing systems.

This activity will develop and implement gap analyses and roadmaps for implementing Multi-Hazard Early Warning Systems (MHEWS) in Suriname, Belize, Grenada, and St. Kitts and Nevis. This involves a comprehensive process to identify deficiencies in the essential components of MHEWS, followed by the development of strategic roadmaps to address these gaps. The roadmaps will guide national and local governments in enhancing people-centred MHEWS, detailing specific activities and targeted investments. Developed in collaboration with national, regional, and international stakeholders, and coordinated by National Disaster Risk Management Organizations, these roadmaps will also contribute to efforts to secure support from international and regional financial mechanisms under the Early Warning for All Initiative (EW4All), such as the Green Climate Fund (GCF), Systematic Observations Financing Facility (SOFF), and Climate Risk and Early Warning Systems (CREWS). This approach aligns with the goals of the Sendai Framework for Disaster Risk Reduction 2015-2030 and the Paris Agreement (2015). Belize currently has a CREWS Accelerated Support Window (CREWS ASW) in place until June 2025. This serves as seed funding to initiate the rollout of the EW4ALL phases. With EUCARES, the initial implementation based on the results of the GAP analysis and roadmap will be advanced.

Additionally, to ensure people centered process to leave no one behind the Inclusive Checklist and Implementation Guide for Inclusive Early Warning and Early Action will also be considered in support of governance mechanisms to ensure representativity as well as buy-in from key stakeholders. The purpose of the checklist and implementation guide is to ensure that the key elements of early warning systems (governance; disaster risk knowledge; detection, monitoring, analysis, and forecasting; dissemination and communication; and preparedness to respond) are gender-responsive and disability-inclusive. They provide support and direction for systematically integrating and monitoring gender and disability inclusivity across all actions related to warnings.

Activity 3.2: Foster private sector engagement on MHEWS and Recovery: This activity aims to enhance the sustainability, coverage, and usage of Multi-Hazard Early Warning Systems (MHEWS) by engaging the private sector, including EU companies, at both the national and regional levels.

Private sector entities, involved in critical infrastructure development, maintenance and essential consumer goods expand MHEWS to remote areas and strengthen resilience through public-private collaboration. They are increasingly implementing MHEWS to protect operations from disasters and contribute to community resilience.

With specific market knowledge, these companies are crucial in meeting immediate community needs and guiding recovery processes. During the response phase, they provide critical information, such as consumption trends, and swiftly adapt services to ensure critical resource availability. As recovery progresses, businesses leverage their market intelligence and logistical capabilities to restore supply chains, rebuild infrastructure, and support economic revitalization.

This activity will focus on two main streams:

1. National Engagement: engage the private sector in Suriname, Belize, Grenada, and St. Kitts, and Nevis with support from the Private Sector Alliance for Disaster Resilient Societies (ARISE Network) and the Caribbean Chamber of Commerce (CARICHAM). The private sector will actively participate in developing the MHEWS gap analyses and roadmaps (Activity 3.1) to identify contributions that improve MHEWS and enhance its business resilience.
2. Regional Consultation: Facilitate a consultation with the ARISE regional Network led by CARICHAM to explore how the private sector utilize its adaptability and innovation to address the gaps identified in Activity 3.1. This involves integrating local enterprises into service-driven business models for commissioning, maintenance, and operation of MHEWS, as well as for response and recovery actions.

Additionally, with support from the EU delegation, European businesses connected to Caribbean supply chains and the EU-driven Global Gateway initiative will be identified and engaged. The focus will be on companies that innovate and develop products and services related to MHEWS.

In summary, this activity will ensure private sector engagement in identifying MHEWS gaps and developing implementation plans in the four mentioned countries. At the regional level, through CARICHAM, a dialogue will facilitate private sector involvement in MHEWS commissioning, maintenance, and operation, as well as response and recovery actions, by developing a regional service-driven business model.

Output 4: Strengthened Caribbean institutions and communities' policy, governance and finance capacities to plan and implement resilient recovery processes (UNDP)

Activity 4.1: Review existing institutional arrangements, policies and practice for recovery. Institutionalization of recovery is a challenge in many countries. To be effective, institutionalization requires more than recovery programmes and initiatives; it requires countries to have legal and policy frameworks and institutional arrangements in place that address the priorities and requirements for recovery. Institutional arrangements are fundamental because they affect the pace and quality of post-disaster recovery.

This activity will support the assessment of national institutional arrangements and policy and legal frameworks in place to examine how recovery is addressed within the wider DRM architecture in the country, including development planning and budgeting to identify entry point for recovery preparedness (ahead of crisis times). Ultimately, the objective is for governments to have sound coordination capacities, resourcing and stand-by technical support programmes for post-crisis/ disaster recovery across sectors and across development targets.

The assessment report will propose institutional arrangement options, changes in policy and legal frameworks needed, checklist of key considerations for setting up recovery institutions as well as sample terms of reference for key staff involved in the recovery process. It is envisaged that the recommendations emerging from the institutional assessment will support activity 4.3 (financial mechanisms).

This activity is also cognizant that sectoral recovery capacity assessments have been completed by the UNDP Engender project in three sectors in six countries, namely: [Antigua & Barbuda](#) (agriculture), [Dominica](#) (tourism), [Grenada](#) (housing), [Guyana](#) (agriculture), [Saint Lucia](#) (tourism), and [Saint Vincent and the Grenadines](#) (agriculture). Therefore, regular consultations with CDEMA, UNDP Barbados, EU and countries (to ensure alignment/complementarities with strategic objectives of the EU in the country (GGIA)) as well as Ministry of Finance, will be done to identify priority sectors for scaling up.

Four countries will benefit from this activity. Indicative countries are: Jamaica, St. Vincent and the Grenadines, Grenada, and Belize.

Activity 4.2: Application of and capacity building in participatory foresight approaches to inform preparedness for response and recovery.

The activity will include practical application of a suite of foresight tools, the formulation of a process guide that can be adopted and tailored in future preparedness planning, the development of a training manual that can support institutional capacity building of key national institutions involved in preparedness for response and recovery (NDMO; Ministry of Planning; Ministry of Finance; key line/ sector ministries; etc.).

UNDP proposes to develop a set of future-looking and foresight decision intelligence tools to inform preparedness for response and recovery based on participatory process involving national stakeholders from various government ministries, agencies, and non-government organizations. The foresight approaches can inform strategic planning, the identification of opportunities for transformation in post-crisis/ post-disaster recovery, and the anticipation and mitigation of critical risk as well as to enhance preparedness for recovery. These tools would examine the rippling impacts risks might have across the development and humanitarian response perspective, presenting risk scenarios and levels of foresight to support future decision intelligence that informs preparedness for response and recovery. The tools would

support beneficiary governments to map and analyze the possible implications of risk scenarios on a country, municipality, or community; gain an understanding of the worst case, best case, and most likely case impact scenarios; and have an immediate insight as to what the implications for prevention, preparedness and recovery could be.

The aim is to support an improved understanding of potential risk scenarios so government and development actors can adequately prepare for long-term, complex development challenges. UNDP will provide capacity development support to ensure the foresight approaches are embedded into regular analysis and evaluation of trade-offs among decision choices, including those pertaining to decisions on preparedness for response and recovery with a focus on key socio-economic development sectors.

Four countries will benefit from this activity. Indicative countries are: Jamaica, St. Vincent and the Grenadines, Grenada, and Belize.

Activity 4.3: Promote Financial Mechanisms for Recovery. National level assessment to understand the public financial management of disasters with the intent of providing recommendations for enhancing financial preparedness for recovery. The review will examine existing sources of financing for recovery, existing legal and institutional frameworks for disaster risk financing (linked to findings from activity 4.1), funding gap estimates based on past disasters and projected impacts (linked to findings from activity 4.2) and provide recommendations for alternative/complementary financing instruments suited to the country context. The proposed financing mechanisms will promote ex-ante disaster risk financing strategy to mitigate the financing uncertainty experienced by governments in the event of a disaster. The disaster risk financing strategy may include risk retention mechanisms such as disaster funds or contingency credit and risk transfer instruments such as sovereign insurance or catastrophic bonds which are applicable to different layers of risk.

Synergies and collaboration with key partners working in this this space in the region will be consulted, including CCRIF, CDB, WB, EIB, CARTAC, and the Caribbean Early Recovery Fund (CERF) among others. Ministries of Finance in beneficiary countries is a key stakeholder.

Five countries will benefit from this activity. Indicative countries are: Jamaica, St. Vincent and the Grenadines, Grenada, Belize and the Dominican Republic.

Activity 4.4: Improve community level recovery preparedness. The impact of disasters, climate change and epidemics and their inter-linkages with development manifests itself acutely at the local level in the lives and livelihood of rural populations. To exacerbate this, most Caribbean countries face challenges in scaling-up DRR interventions at the community level due to their disconnections from the local development planning process and insufficient financial resources.

This activity will improve recovery preparedness in highly vulnerable communities through training of communities in recovery and disaster resilient construction technologies and practices, with priority given to developing the skills of youth and women. The most vulnerable communities in selected beneficiary countries may also be supported in the reconstruction of critical community infrastructures such roads, bridges, community centers, markets, and houses to be resilient and green approaches. The initiative will also explore opportunities and the possibility for jump starting local economic recovery through circular economy

opportunities. Other support may also include preparation of community-based recovery plans, local PDNA training, cash for work activities and/or youth skills training.

The selection of communities will be informed by highly participatory processes and aligned to needs and exposure to hazards. The final selection criteria will be developed in consultation with countries and will include communities flagged in recent post disaster reports as priority for follow up interventions (e.g. the PDNA report for Grenada and St. Vincent and the Grenadines), communities most frequently impacted by hazards, communities that have most vulnerable populations (gender, age, isolation), and alignment/complementarities with strategic objectives of the EU in the country (GGIA), to note a few.

All six countries to benefit from this activity.

Output 5: Enhanced Caribbean Countries' capacities in using digital tools for conducting Post Disaster Needs Assessment and developing Recovery Frameworks (UNDP)

Activity 5.1: Build national capacities to undertake and adapt PDNA and DRF methodologies to national context and selected sectors using most recent digital tools.

The success of disaster recovery processes hinges on national and sub-national governments' ownership, leadership and technical capacities to undertake post-disaster assessments and manage recovery planning and implementation efficiently. An important dimension in recovery processes include data collection, analysis and reporting capabilities.

Training workshops and seminars will be organized to enhance the knowledge of government officials and other stakeholders on key PDNA and Disaster Recovery Framework (DRF) concepts and methodologies. It is expected that these trainings will be based on the updated PDNA guidelines that more holistically address Slow Onset Events (SOEs) from climate hazards and associated Non-Economic Losses (NELs). Training can also cover the Pandemic Recovery Needs Assessment (PRNA) methodology^[1], digital tools such as the use of remote sensing, kobo toolbox and other toolkits related to tracking and assessing losses related to sudden and slow onset climate events and both economic and non-economic losses.

Participants will be staff from key partner organizations, government officials, community organizations and private sector actors involved in national recovery practices. Within the scope of each training, efforts will be made to include UN Agencies and EU Delegation staff working in the region or country, to further bolster the network of technical resources available to support post disaster assessment. Context specific training will be developed; and there are already examples from other PDNA trainings conducted in the LAC region including: Colombia, Costa Rica, Antigua and Barbuda, Belize, Suriname and regional entities such as UWI and CDEMA. The organization of these trainings will take into account recent PDNAs conducted in the region (e.g. Grenada and SVG) to apply lessons learned and use as case studies for training materials, as well as counting on staff trained in these countries on PDNA that could be instrumental. Technical capacities built at the March 2023 PDNA workshop convened at CDEMA (funded by Engender and PDNA III project) trained 40 regional participants from 7 countries

In addition, PDNA Standards Operating Procedures (SOPs) will also be adapted to national contexts and specific sectors following the internationally accepted methodologies developed by tripartite (UN, EU and WB) partners. This adaptation process will enable better consolidation of baseline data and standardized data collection templates for priority sectors and institutionalize these assessment processes as part of recovery preparedness efforts in

the countries. It is envisaged that each beneficiary country will develop country context PDNA guides, including at the sectoral level. Priority sectors will be determined in consultation with countries and the EU.

Only St. Vincent and the Grenadines or Grenada and Jamaica will benefit from PDNA Trainings as the other countries have benefitted from PDNA trainings offered through projects such as PDNA III (funded by FPI EU) and Engender as recent as 2023 and 2024. Five countries will benefit from the adaptation of the PDNA guides: Jamaica, St. Vincent and the Grenadines, Grenada, Belize and the Dominican Republic.

Activity 5.2: Develop guidelines/roadmaps for recovery that improves recovery implementation. This activity will support the development of varying types of disaster recovery frameworks, based on the beneficiary country needs. For instance, disaster recovery frameworks or roadmaps in response to recent events and the conclusion of PDNAs as is the case of Grenada and St. Vincent and the Grenadines can be done. This would be a more detailed recovery framework that builds on the recovery needs outlined in the PDNAs. This activity can also be support for the adaptation of the Model National Recovery Framework (MNRF) developed by the UNDP Engender project, including synergies with the global Disaster Recovery Framework (DRF) guide developed by UNDP, EU and WB. These types of recovery frameworks are done ex-ante and therefore support preparedness for recovery. Both guidelines calls for a process that involves articulating a vision for recovery, defining a strategy, prioritizing actions, fine-tuning planning and providing guidance on financing, implementing and monitoring the recovery. The Guide is expected to be concise and action-oriented and provide critical direction for senior advisors/planners or decision-makers on national or sector recovery matters. Key steps leading to recovery and reconstruction in the priority sector(s) including cross-cutting themes such as Build Back Better and Disaster Risk Reduction will be elaborated in the guide along with possible actions for the immediate, short-term or medium-term stages of recovery and reconstruction. Notable examples already exist in the Caribbean and other SIDS, where DRF guides (developed by UNDP, EU and WB) have been adapted by Panama and Fiji. At least a national context or 2 priority sectors in each beneficiary country will develop DRFs that provide guidance on financing, implementing and monitoring recovery for the sector. Priority sectors will be determined in consultation with countries, CDEMA and the EU.

Four countries will benefit from this activity. Indicative countries are: St. Vincent and the Grenadines, Grenada, Belize and the Dominican Republic

Activity 5.3: Foster knowledge and technological innovation for recovery management Several knowledge products will be developed in the context of this project to inform the practice of recovery in the Caribbean context. Targeted efforts will be made towards the documentation of lessons and best practices and dissemination across CDEMA countries. For instance, case studies of the experiences of beneficiary countries in undertaking PDNAs and/or recovery programmes and practices can be undertaken. This will help countries assess, adjust and adapt to their uses of the PDNA methodologies in future disasters, and other countries adopt the best practices and avoid the bottlenecks identified. Where possible, efforts to test and share innovative methodologies or tools that also consider non-economic losses and slow-onset events, which is in-keeping with the ongoing discussions on loss and damages under the UNFCCC umbrella, can also be done.

Opportunities for interaction and cross-fertilization between communities of practice in recovery will also be promoted and supported by the project, where feasible. This includes

peer-to-peer exchanges between beneficiary countries and, where possible, participation and exchanges in recovery related conferences such as the 2025 Global Platform, CDEMA CDM Conferences, EU Development Day etc.

All countries to benefit from this activity.

2. Project Management

UNDP will be responsible vis-a-vis the EU only for the project components it will be implementing, while UNDRR will be accountable to the EU for its own part of the project.

The following UNDP core staff will be engaged to provide technical support to project activities on the ground:

2.1 Technical Staff from the UNDP DRT Global Team

1. Recovery Advisor, Disaster Risk Reduction and Recovery Team (DRT), UNDP (P5-FTA): The Recovery Advisor will provide 5% of time annually towards overall assurance and compliance activities in the project with the EU rules and regulations. This specialist will also review financial reports for submission to the EU, ensure its eligibility, and serve as focal point for EU verification, and corporate reporting on project achievements, ensuring constant evaluation and readjustment of the project budget related issues, provide verification process on project quarter and annual report and the reports as per illustrated in the agreement signed with EU.
2. Programme Specialist DRT, UNDP (P3-FTA) - will be providing technical input and oversight for the development of foresight scenarios and informing financial recovery plans. This will equate to approximately 10% of the specialist's time over two years.
3. Procurement/ Operations Support: will provide 30% of FTA or IPISA time to support the effective delivery of procurement and administrative services in order to obtain the best value for money. The Administrative/ operation support will manage all procurement services for the project and will provide solutions to a wide spectrum of complex issues related to procurement. Moreover, this officer will prepare the annual and final financial reporting for UNDP, and to consolidate it with the UNDRR information. The staff will promote a collaborative, client-focused, quality and results-oriented approach to the project. The Procurement Analyst will work in close collaboration with the Management Support and Business Development, Operations, Programme and the project teams to successfully deliver procurement services

2.2 Regional Team based in Panama

For UNDP, a designated Project Management Unit (PMU) will be established within the Panama Regional Hub. The PMU will be responsible for facilitating the dialogue with all project stakeholders (EU Delegation in Barbados, UNDP global DRT team, UNDRR, co-implementing agencies that are part of the wider programme (Unicef and WFP), UNDP Country Offices or Multi-Country Offices in beneficiary countries, government agencies, civil society etc.), developing adequate work plans, terms of references, hiring technical consultants, undertaking monitoring of and reporting on results, closely tracking the budget and expenditures, and carefully designed administrative arrangements that will be reviewed and approved by the Project Steering Committee or similar, as guided and established by the EU.

The Regional Team will be comprised of:

1. Disaster Risk Reduction and Recovery Team Leader, Regional Hub, Panama (P4-FTA). The DRT specialists will provide 15% of time towards overall regional coordination with EU Barbados office, UNDP Country Offices, EUCARES implementing partners (WFP, Unicef and UNDRR), regional intergovernmental organisations (CDEMA, OECS, CDB, CCRIF etc.) and governments in beneficiary countries. This specialist will also have oversight in the preparation of the financial and narrative reports for submission to the EU.
2. Recovery Specialist, DRT, UNDP – IPSA 10 – will be providing 26% of time in advancing all the activities of the project in the form of design of scope of work/terms of references, technical review and input on key deliverables and monitoring support.
3. Project Manager - Under overall guidance and supervision of the UNDP's Recovery Advisor, DRT team, and the Disaster Risk Reduction and Recovery Team Leader, Regional Hub, Panama, the Project Manager will bear full responsibility for overall management, monitoring, reporting and coordination of project implementation according to UNDP rules. Specifically, his/her responsibilities include: (i) contracting of and contract administration for qualified local and international experts who meet the formal requirements of the UNDP; (ii) management and responsibility of all financial administration and narrative reporting on the targets envisioned; (iii) organizing the meetings of the project steering committee (or similar) and stakeholder groups, as needed; (vii) review and approval of work and financial plans of implementing partners; (viii) monitor and support the activities of the country focal points and contractors/consultants. He/she will also be responsible for engaging effectively with regional partners, national level stakeholders and sub-national partners from the government, as needed. The Project Manager will devote 100% of his/her time to this project and will be fully funded by the project budget.
4. Community Focal points: these local hires (NPSA contract) will primarily be responsible for coordinating the community projects on the ground. There will be a total of 5 community focal points hired, one hired in each of the following beneficiary countries – Belize, Jamaica, Dominican Republic and Cuba. There will be 1 NPSA supporting Grenada and SVG due to proximity. These officers will also support planning and coordination of any trainings and stakeholder consultations on the ground. They will also facilitate data collection, as needed by Consultants hired for the various project activities. They will be hired part-time (approximately 80% of time) for 3 years (envisaged to start 6 months post start-up, and conclude 6 month before close-out).

2.1.1 Project Management Unit Running Costs in Panama

In implementing this project, there are several categories of costs that are envisaged for the functioning of the PMU, including:

1. Office Expenses: Office running costs to deliver project activities, including expenses related to office space (maintenance, cleaning, utilities and security), office equipment (phone, printer) and ICT services (email address, internet, firewall, server usage, ICT equipment usage, ICT support, systems backup, access to cloud).
2. Materials Expenses: Costs to deliver activities related to the implementation of the project such as printing ink, paper, office supplies, stationery etc.

2.3 UNDRR Team

UNDRR will coordinate and implement the Action through the UNDRR Regional Office for Americas and the Caribbean (UNDRR ROAC) based in Panama and its Liaison Office in Barbados. This responsibility will include the planning and sequencing of activities, meeting regularly with the various staff and consultants, controlling the quality and achievement of indicators and monitoring risks associated with the Action. UNDRR HQ will apply scrutiny in

the use of resources and internally monitor the implementation of the EU-funded activities. UNDRR Regional Office in America and the Caribbean together with UNDRR External Relations Section in Brussels will engage and update UNDP's Project Management Unit office in Panama and all partners involved in the overall regional Action on its progress of implementation. Currently, envisioned core UNDRR staff involved will be:

1. Programme Management Officer in Barbados will be responsible for managing, coordinating, facilitating, and monitoring the implementation of various Action activities. This includes liaising with national stakeholders, government, civil society organizations, academia, and the private sector. He will support consultations, provide regular briefings on the project's progress, and draft substantive analyses on advancements related to EW4All. Additionally, he will be responsible for engaging with the private sector and adjusting strategies as needed to suit the Caribbean context. This will equate to approximately 14% of the specialist's time.
2. Regional EW4ALL Coordinator based in Panama is responsible for implementing this global initiative in the region. She will ensure that the activities described in the Action align with the global initiative and support access to the funding mechanisms established for EW4All. This will equate to approximately 9% of the specialist's time.
3. International UN Volunteer (IUNV) based in Panama will be responsible for ensuring the engagement of the private sector throughout the project's implementation. Additionally, it will provide guidance and facilitate discussions aimed at finalizing an engagement strategy with the private sector for MHEWS. This will equate to approximately 27% of the specialist's time.
4. External Relations Officers in Panama and Brussels will be responsible for developing periodic reports, maintaining relations with the donor, liaising with key stakeholders, providing regular briefings on project progress, and exploring additional opportunities to scale up the project's outputs. This will equate to approximately 7% of the specialist's time.
5. Communications Officer based in Panama will be responsible for supporting the development of communication materials necessary for this Action. This will equate to approximately 22% of the specialist's time.
6. Programme Admin and Finance Associates will be responsible for supporting the financial and accounting tasks required for this Action. This includes, among other duties, preparing and supporting the award of consultant and procurement contracts, as well as handling reporting tasks. This will equate to approximately 29% of the specialist's time.

2.2 Governance and Management

The Action expects different levels of governance and management, being at the strategic and technical levels of management as well as coordination within the countries of implementation.

- **Strategic coordination:** Annual steering committee with UNDP, UNDRR, WFP, UNICEF, EU, CDEMA and selected countries (if needed), at the end of each year. The purpose will be to review progress, address challenges and approve the next year's work plan and budget.
- **Implementation coordination:** Quarterly meeting with technical and operational teams across UNDP, UNDRR, WFP and UNICEF. There will be an open invitation for EU to participate in these meetings, as required. Bi-monthly online check-ins of 30 minutes will also be organized between all parts to discuss specific activities in countries.
- **Country coordination:** Leveraging mechanisms that already exist with the decision on what to do in each country decided during the inception phase of the project (once signed). Country coordination meetings to also include other relevant stakeholders.

3. Sustainability

The current project will be closely linked to ongoing Disaster Risk Reduction (DRR), strengthening of social protection systems and recovery initiatives in the countries and regions, incrementally improving the overall system for disaster risk reduction and recovery. By aligning with national systems and frameworks, the project will contribute to national commitments to deliver on Priority 4 of the Sendai Framework for Disaster Risk Reduction, as well as SDG 1 (No Poverty) ensuring that these efforts are sustainable and embedded within existing national structures.

Emphasis will be placed on institutional capacity development and knowledge transfer, both of which are critical for building the awareness and skill sets necessary to build household resilience against shocks in an inclusive manner, advance recovery assessments and planning for resilient recovery. Linkages to policy and legal framework will further ensure the sustainability and viability of activities conducted. The project will produce documents, guidelines, and best practices that will be disseminated not only within the country but also to other CDEMA country offices, the IRP platform, and Tripartite Partners, as well as their respective websites, for broader assimilation and application. By ensuring that the PDNA and DRF guides are customized and adapted to national and regional contexts, the project will foster ownership at the national level, thereby promoting the sustainability of these initiatives and ensuring that they continue to strengthen disaster resilience well beyond the project's duration.

4. The Logical Framework

Results	Results chain (@): Main expected results (maximum 10)	Indicators (@): (at least one indicator per expected result)	Baselines (values and years)	Targets (values and years)	Sources of data	Assumptions
Impact	To increase the resilience to external shocks in Caribbean countries ¹	1. Direct economic loss attributed to disasters concerning global gross domestic product (GDP) SDG 11.5.1. GEF 1.4 <i>Disaggregated by country</i>	TBD in the inception phase (Year 1)	TBD in the inception phase (Year 4)	IPs M&E system based on data from Small Island Developing States (SIDS)	Not applicable
		2. Damage to critical infrastructure and disruptions to basic services attributed to disasters. SDG 11.5.3 <i>Disaggregated by country</i>	TBD in the inception phase (Year 1)	TBD in the inception phase (Year 4)	IPs M&E system based on data from targeted SIDS	
		3. Number of deaths, missing persons and directly affected persons attributed to disasters in the target city per 100,000 population SDG 13.1.12 <i>Disaggregated by country</i>	TBD in the inception phase (Year 1)	TBD in the inception phase (Year 4)	IPs M&E system based on data from targeted SIDS	
Outcome	Enhanced Caribbean inclusive Shock Responsive Social Protection schemes to adapt, prevent, minimise impacts, and	1.1 Number of countries and cities with climate change and/or disaster risk reduction strategies under implementation with EU support GEF 2.5. SDG13.1.2 <i>Disaggregated by country</i>	TBD in the inception phase (Year 1)	TBD in the inception phase (Year 4)	National and city strategy documents	Disaster risk management is considered a priority for achieving SDGs and CARICOM agendas.
		1.2 Total value (in EUR) of resilience investment projects (including <i>Disaster Risk Management (DRM)</i> or adaptation to climate change projects) in targeted countries. <i>Disaggregated by country and type of project.</i>	TBD in the inception phase (Year 1)	TBD in the inception phase (Year 4)	IPs M&E system based on data from targeted SIDS	Key government departments line ministries, and other stakeholders are interested in strengthening disaster risk

¹ Partner countries to be determined among: Antigua and Barbuda, The Bahamas, Barbados, Belize, Cuba, Dominica, Dominican Republic, Grenada, Guyana, Haiti, Jamaica, St. Kitts and Nevis, St. Lucia, St. Vincent and the Grenadines, Suriname, and Trinidad and Tobago.

² In line with the Sendai Framework for Disaster Risk Reduction 2015-2030

	recover from external shocks.	1.3 Extent to which targeted Caribbean partner countries implement Comprehensive Disaster Management policies and strategies. <i>Disaggregated by country</i>	TBD in the inception phase (Year 1)	TBD in the inception phase (Year 4)	Periodic country analysis by UN agencies.	governance and integrated solutions were learnt.
		1.4 % of key stakeholders' representatives who consider that the shock-responsive mechanisms supported by the intervention have improved preparedness to adapt, prevent, minimise impacts, and recover from external shocks <i>Disaggregated by country, target group, sex</i>	TBD in the inception phase (Year 1)	TBD in the inception phase (Year 4)	Baseline and periodic surveys by UN Agencies	Multi-stakeholder regional coordination around SRSP is ensured to capitalise results. The effects of external shocks such as new pandemics, economic recession and corruption, gender-based violence, climate change impacts, and natural catastrophes are neutral for the intervention.
		1.5 Extent to which the EU-funded intervention contributed to extend/maintain the inclusivity of national social protection strategy and delivery mechanisms <i>Disaggregated by country, sex, gender, target group,</i>	TBD in the inception phase (Year 1)	TBD in the inception phase (Year 4)	Baseline and periodic surveys by UN Agencies	

		1.1.2 Extent to which a mechanism is in place for rapid resource mobilisation/release of contingency funds to scale up provision at time of shock EU Core Indicator. <i>Disaggregated by country</i>	TBD in the inception phase (Year 1)	TBD in the inception phase (Year 4)	WFP and UNICEF's Progress reports	
		1.1.3 Number of vulnerable households (vulnerable children and their families) supported by the intervention through integrated delivery of cash, care, and services in response to large-scale shocks. <i>Disaggregated by country, community.</i>	0 (Year 1)	TBD in the inception phase (Year 4)	WFP and UNICEF's Progress reports	
		1.1.4 Extent to which the EU-funded intervention proposes digital solutions for improving the interoperability of key social protection programmes, processes and information systems and the convergence with the other social sectors' digital frameworks. EU Core Indicator. <i>Disaggregated by country</i>	TBD in the inception phase (Year 1)	TBD in the inception phase (Year 4)	Pre- and post-training test reports	
		2.2.2 Number of people trained by the EU-funded intervention who increased their knowledge and/or skills (disaggregated by sex and age) EU Core Indicator. <i>Disaggregated by country, target group, institution/organisation, sex</i>	0 (Year 1)	TBD in the inception phase (Year 4)	Pre- and post-training test reports	
		2.2.3 Number of people benefitting from EU-funded sub-grants projects (disaggregated by sex and age) EU Core Indicator. <i>Disaggregated by group, institution, country</i>	TBD in the inception phase (Year 1)	TBD in the inception phase (Year 4)	IP's Progress reports	
		2.2.4 Percentage of participants in South-South exchange, and inter-governmental collaboration in lessons-learning in social protection who state satisfaction/high satisfaction with usefulness of the exchanges.	0 % (Year 1)	80%? (Year 4)	IP's Progress reports	

Output 3	Strengthened Caribbean institutions and private sector capacities for the implementation of Multi-Hazard Early Warning Systems (MHEWS) in-country work programmes ³ (UNDRR)	3.3.1 Status of available MHEWS Gap Analysis and Roadmaps that include a gender and disability perspective with the intervention's support to be eligible to gain assistance from the EW4All Initiative. <i>Disaggregated by country, institution/organisations involved.</i>	Not available (Year 1)	available (Year 2)	MHEWS Gap Analysis and Roadmaps documents	Local, national and regional stakeholders continue engaged in MHEWS activities. The private sector continues engaged and seeks return opportunities in shocks recovery.
		3.3.2 Percentage of local, national and regional stakeholders' representatives engaged in MHEWS who state satisfaction/high satisfaction with the concerted MHEWS Gap Analysis and Roadmaps . <i>Disaggregated by country, institution/organisations involved, sex</i>	0% (Year 1)	80% (Year 2)	Periodic surveys by UNDRR	
		3.3.3 Number of proposals submitted to international and regional financial mechanisms under the Early Warning for All Initiative (EW4All ⁴), <i>Disaggregated by country, sector, applicant</i>	TBD in the inception phase (Year 1)	TBD in the inception phase (Year 2)	UNDRR's Progress reports	
		3.3.4 Number of initiatives implemented with the support of or by the private sector in support of MHEWS and recovery with the intervention's support. <i>Disaggregated by country, community, firm.</i>	TBD in the inception phase (Year 1)	TBD in the inception phase (Year 2)	UNDRR's Progress reports	
Output 4	Strengthened Caribbean institutions and communities' policy, governance and finance capacities to plan and implement	4.4.1 Status of planning and/or implementation of <i>resilient recovery processes</i> supported by the intervention (capacity assessments, preparedness financial mechanisms, multi-dimensional risks plans, community recovery preparedness plans, community infrastructure constructed). <i>Disaggregated by country and type: governance arrangements, policies, SOPs/Plans, strategies</i>	Not plan or implemented (Year 1)	Planned and Implemented (Year 4)	UNDP's Progress reports	National and local governments use the intervention as a way to enhance frontline support to vulnerable communities.

³ Suriname, Belize, Grenada, and St. Kitts and Nevis

⁴ Such as the Green Climate Fund (GCF), Systematic Observations Financing Facility (SOFF), and Climate Risk and Early Warning Systems (CREWS).

	resilient recovery processes (UNDP)	4.4.2 Number of persons trained who increased their knowledge and/or skills on recovery planning and preparedness. <i>Disaggregated by target groups, sex, age, country, community</i>	TBD in the inception phase (Year 1)	TBD in the inception phase (Year 4)	Pre- and post-training test reports	Communities' continued ownership and participation in the intervention's activities.
		4.4.3 Number of affected communities participating in the identification, preparation and implementation of post-disaster/post-conflict recovery planning and action. EU Core Indicator. <i>Disaggregated by vulnerable group (women/minorities) representatives</i>	TBD in the inception phase (Year 1)	TBD in the inception phase (Year 4)	Participation lists	
		4.4.4 Percentage of affected communities' representatives who state satisfaction/high satisfaction with the intervention's support in resilient recovery. <i>Disaggregated by country, community, sex, ethnic/social group.</i>	0% (Year 1)	80%? (Year 4)	Periodic surveys by UNDP	

Output 5	Enhanced Caribbean Countries' capacities in conducting Post Disaster Needs Assessment and developing Recovery Frameworks (UNDP)	5.5.1 Number of national government officials trained in PDNA and DRF methodologies who increased their knowledge and/or skills. <i>Disaggregated by sex, age, country, institution.</i>	TBD in the inception phase (Year 1)	TBD in the inception phase (Year 4)	Pre- and post-training test reports	Governments and their officials continue engaged in the capacity-building and update and upgrade their skills and methods on PDNA and DRF. Trained officials remain in their posts.
		5.5.2 Percentage of key stakeholders' representatives who state satisfaction/high satisfaction with the adaptation of PDNA and DRF methodologies to their national and sectors contexts <i>Disaggregated by target groups, institution/organisation sex, age, country</i>	TBD in the inception phase (Year 1)	TBD in the inception phase (Year 4)	Periodical surveys by UNDP	
		5.5.3 Extent to which guidelines, tools and methodologies for Post Disaster / Post Conflict Needs Assessment (PDNA/PCNA) recovery planning are available. EU Core Indicator. <i>Disaggregated by type of guidelines, sector, country.</i>	TBD in the inception phase (Year 1)	TBD in the inception phase (Year 4)	UNDP's qualitative analysis	

5. Implementation Plan (UNDP and UNDRR joint matrix)

Results	Main expected results	Activities	Target Countries	Year 1				Year 2				Year 3				Year 4			
				Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4
Output 3 (UNDRR)	3.1 Strengthened Caribbean institutions and private sector capacities for the implementation of Multi-Hazard Early Warning Systems (MHEWS) in-country work programmes	Activity 3.1: Develop MHEWS Gaps and Roadmaps that include a gender and disability perspective	Grenada, Belize, SKN, Suriname																
		Activity 3.2: Foster Private sector engagement on MHEWS and Recovery	Regional																
Output 4 (UNDP)	4.1 Strengthened Caribbean institutions and communities' policy, governance and finance capacities to plan and implement resilient recovery processes	Activity 4.1: Review existing institutional arrangements, policies and practice for recovery	Jamaica, St. Vincent and the Grenadines , Grenada, Belize																
		Activity 4.2: Application of and capacity building in participatory foresight approaches to inform preparedness for response and recovery	Jamaica, St. Vincent and the Grenadines , Grenada, Belize																
		Activity 4.3: Promote Financial Mechanisms for Recovery	Jamaica, St. Vincent and the Grenadines , Grenada,																

Results	Main expected results	Activities	Target Countries	Year 1				Year 2				Year 3				Year 4			
				Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4
			Belize and the Dominican Republic																
		Activity 4.4: Improve community level recovery preparedness.	Jamaica, St. Vincent and the Grenadines , Grenada, Belize, the Dominican Republic and Cuba																
Output 5 (UNDP)	5.1 Enhanced Caribbean Countries' capacities in conducting Post Disaster Needs Assessment and developing Recovery Frameworks (UNDP)	Activity 5.1: Build national capacities to undertake and adapt PDNA and DRF methodologies to national context and selected sectors together with FPI using most recent digital tools	Jamaica, St. Vincent and the Grenadines , Grenada, Belize and the Dominican Republic																
		Activity 5.2: Develop guidelines/roadmaps for Recovery that Improves recovery implementation.	St. Vincent and the Grenadines , Grenada, Belize and the																

Results	Main expected results	Activities	Target Countries	Year 1				Year 2				Year 3				Year 4			
				Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4
			Dominican Republic																
		Activity 5.3: Foster knowledge and technological innovation harnessed for recovery management	Jamaica, St. Vincent and the Grenadines , Grenada, Belize, the Dominican Republic and Cuba																

