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Initiation Plan / GEF PPG

Project Title: Strengthening Nature-based Solutions (NbS) to Restore Ecosystems, and Conserve and Enhance Blue Carbon Stocks and Biodiversity in Viet Nam **Country:** Viet Nam **Country Programme Outcome:** Country Programme Document for Viet Nam 2022-2026 Outcome 2: *Climate change response, disaster resilience and environmental sustainability* **Gender Marker rating:** *GEN 2* **SES Pre-Screening Categorization:** *Substantial*		
Quantum Project ID: 01005013 Quantum Award ID: 1469407 PIMS number: 9818 Management Arrangement: DIM	**Total budget:** Allocated resources: • GEF • Government • UNDP	**US$ 150,000** US$ 150,000 US$ - US$ -

AGREED BY

Ramla Khalidi	DocuSigned by: F91282F9F586428...	*Day/Month/Year*
UNDP Resident Representative UNDP Viet Nam	Signature	Date 5 November 2025

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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***: Strengthening Nature-based Solutions to Restore Ecosystems, and Conserve and Enhance Blue Carbon Stocks and Biodiversity in Viet Nam.***

As described in the project concept (PIF), this project aims to strengthen nature-based solutions (NbS) to restore ecosystems, and conserve and enhance blue carbon stocks with biodiversity, land protection and livelihood co-benefits in coastal landscape mosaics of the Mekong Delta. To achieve this, the project will promote nature-positive, inclusive livelihood activities and enhance socio-economic development by strengthening national and regional plans and strategies for the systematic introduction and implementation of NbS in the Kien Giang Biosphere Reserve. This will be achieved by: (i) enhancing national, regional, and provincial plans and strategies for developing and implementing NbS; (ii) strengthening cross-sectoral planning and coordination capacities for implementing NbS at the national and provincial levels; (iii) mobilising participation and investments of the private sector and local communities in demonstrating NbS; and (iv) communication and knowledge management to analyse, adapt and share valuable lessons learned to feed back into i-iii

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

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

The final outputs of the GEF PPG are:

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

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

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Key Dates for the GEF PPG

Milestone	Date	Notes
Internal submission date for BPPS review and clearance	15 March 2026	FSP: within 10 months of PIF approval MSP: within 6 months of PIF approval PFD or IP child projects: within 8 months before the program commitment deadline included in the PFD
First GEF Submission Deadline for CEO Endorsement	15 May 2026	FSP must be within 12 months of PIF approval MSP: must be within 8 months of PIF approval PFD or IP child projects: must be within 6 months before the program commitment deadline **Failure to submit a ProDoc and CEO ER to the GEF Sec by this date will lead to the automatic cancellation of the project by the GEF Sec.**
CEO Endorsement Deadline after which the project will be cancelled if not endorsed	15 September 2026	FSP: must be within 18 months of PIF approval MSP: must be within 12 months of PIF approval. PFD or IP child projects: program commitment deadline **If the project has not been CEO endorsed by the deadline, it will be automatically cancelled by the GEF Sec.**

Management Arrangements

The UNDP Viet Nam 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. The *Implementing Partner or Agency* will chair the Working Group. Working Group members will include: UNDP Viet Nam, the Ministry of Agriculture and Environment (MAE), and selected Departments of Agriculture and Environment (DAEs).

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

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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, CSOs and other relevant stakeholders – in particular those who will benefit from and be directly involved in the implementation of the project (i.e., direct project beneficiaries) and those who may be impacted (positively or negatively) by the project. Stakeholder Engagement and analysis must be conducted in an inclusive and gender-responsive manner so that the rights of women and men and the different structural barriers, knowledge, needs, roles, and interests of women and men are recognized and addressed.

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

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

1. A final validation workshop report will be prepared summarizing the outcomes of the validation workshop and other consultations undertaken during the PPG phase. This report will become a key reference document should an environmental and social complaint/grievance be filed during project implementation. This is mandatory for high and substantial risk projects and recommended for moderate risk projects.
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 GEF CEO Approval (2-steps), 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.

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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 *Substantial* and highlighted potential safeguards risks to be further assessed during the PPG phase.

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

d. Identification of project sites

Based on the above reviews and through consultation with stakeholders, the targeted project demonstration sites will be identified. Tentatively, three potential project demonstration sites have been identified, with high potential for blue carbon, as follows: Phu Quoc National Park, Phu Quoc Marine Park, and Kien Luong Protected Area. Specific districts and communes have not yet been finalised; this will be done during the PPG stage and will be informed by field visits and a comprehensive analysis. This should include providing geographic coordinates, maps, and shapefiles for inclusion in the ProDoc.

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

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

f. Stakeholder analysis

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

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

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

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

During the first two months of the PPG phase:

- For all potential Implementing Partners, carry out capacity assessments to assess their capacity to implement the project and assess all related risks. This must include HACT and PCAT assessments[1].
- 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 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**

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

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disclosed, discussed, and agreed upon with the GEF Secretariat at the project concept (PIF) stage before CEO Endorsement, regardless of whether the execution services are intended to be funded from the GEF grant or non-GEF resources. See the UNDP-GEF ProDoc template guidance for further information.

- Consult with the RTA on the latest guidance regarding UNDP providing support services to the Implementing Partner. If the costs for UNDP to provide support services are to be charged to the GEF project budget, the UNDP support services must be approved by the GEF Secretariat before CEO endorsement.
- Consult with CO Head of Procurement Unit/Operations Manager and Regional Procurement Advisors on envisaged procurement/contracting project procurement requirements, identified risks, development of optimal procurement strategies, development of project procurement plans and opportunities to incorporate sustainable procurement considerations and indicators to the project.

h. Other required studies

During the PPG, a provisional screening study will be undertaken to determine whether an Environmental and Social Impact Assessment (ESIA) is required. Other planned studies include stakeholder and gender analyses, a Livelihoods Assessment, a Rapid Social Assessment and Baseline SESA Assessment, a Livelihood Action Framework and Process Framework.

Component B: Formulation of the UNDP-GEF Project Document, GEF CEO Approval (2-steps), 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 Approval (2-steps) 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;

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- 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.
- A **comprehensive** Stakeholder Engagement Plan is required (based on comprehensive stakeholder analysis).

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.

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.

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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 during the PPG implementation, the PPG team may be required to prepare additional annexes.

g. Project Management Arrangements

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

Component C: Validation Workshop and Report

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

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IV. TOTAL BUDGET AND WORK PLAN FOR GEF PPG

Quantum Project ID:	01005013	**Project Title:**	Strengthening Nature-based Solutions to Restore Ecosystems, and Conserve and Enhance Blue Carbon Stocks and Biodiversity in Viet Nam
Quantum Award ID:	1469407	**Award Title:**	Strengthening Nature-based Solutions to Restore Ecosystems, and Conserve and Enhance Blue Carbon Stocks and Biodiversity in Viet Nam
Business Unit:	UNDP-VNM		
PIMS number:	9818		
Implementing Partner:	UNDP		

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-GEF project document for project *Strengthening Nature-based Solutions to Restore Ecosystems, and Conserve and Enhance Blue Carbon Stocks and Biodiversity in Viet Nam*	**UNDP**	**62000**	**GEF TRUSTEE**	71200	International Consultants	**51,600**	**1**
				71300	Local Consultants	**58,050**	**2**
				71600	Travel	**24,458**	**3**
				72500	Supplies	**2,200**	**4**
				74200	Audio Visual&Print Prod Costs	**4,270**	**5**
				75700	Trainings, workshops	**9,422**	**6**
					PROJECT TOTAL	**150,000**	

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Budget Note No.	Budget Note
1	1. One International Project Development Specialist (PPG Team Leader) to lead the development of UNDP-GEF Project Document and CEO Endorsement form. Lumpsum contract with rate: USD 700/day*60 days = USD 42,000 2. One International SES Specialist (PPG Team Member) to provide guidance and oversight on safeguards-related tasks, working closely with the National SES Expert and the National Gender and Social Inclusion and Stakeholder Engagement Expert. Lumpsum contract with rate: USD 600/day*16 days = USD 9,600 Total budget is USD 51,600.
2	Six (6) national experts to provide guidance and support on project preparation to international consultants engaged by the project. (USD 58,050) 1. National Coastal and Marine Management, Climate Change Adaptation, and Biodiversity Expert (National Team Coordinator). USD 230/day*70 days = USD 16,100 2. National Social and Environmental Safeguards (SES) Expert (PPG Team Member). USD 210/day*40 days = USD 8,400 3. National Gender and Social Inclusion and Stakeholder Engagement Expert (PPG Team Member). USD 210/day*30 days = USD 6,300 4. National Sustainable Livelihoods and Partnerships Expert (PPG Team Member). USD 210/day*35 days = USD 7,350 5. National Climate Finance Expert for Blue Financing and Sustainable Financing Management (PPG Team Member). USD 210/day*40 days = USD 8,400 6. National Blue Carbon, LULUCF, and GHG Inventories Expert (PPG Team Member). USD230/day*50 days = USD 11,500
3	1. Field trip to Viet Nam (2 days in Ha Noi and 7 days in An Giang) for International Project Development Specialist (PPG Team Leader) with budget of USD 3,996. 2. Field trips for other technical assessments as required including two missions: (1) Government engagement and fieldwork with local stakeholders; and (2) Consultation on project design, Gender Action Plan (GAP), additional data collection, and financing design discussions with local stakeholders with budget of USD 20,462 Total budget is USD 24,458
4	Office supplies (paper, stationery, printer ink, etc.) needed for project administration and preparation activities, and other miscellaneous costs. (USD 2,200)
5	Includes translation and interpretation services between English and Vietnamese to facilitate consultation, documents preparation and validation process. (USD 4,270)
6	Organisation (venue, servicing) of inception workshop, 02 In-depth consultation workshops, validation workshops at national and local level. USD336 for inception workshop, USD 2,771 for 02 consultation workshops in An Giang, and USD 6,315 for the validation workshop. Total budget for this line is USD 9,422

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V. GEF PPG ACTIVITIES TIMEFRAME AND BUDGET

PPG Activity	Month 1 (Oct 2025)	Month 2 (Nov 2025)	Month 3 (Dec 2025)	Month 4 (Jan 2026)	Month 5 (Feb 2026)	Month 6 (Mar 2026) *(*Deadline for internal technical and financial clearance)*	Month 7 (Apr 2026)	Month 8 (May 2026) *(*Deadline for submission of the complete package to the GEF Secretariat)*	Month 9 (Jun 2026)	Month 10 (Jul 2026)	Month 11 (Aug 2026)	Month 12 (Sept 2026) *(*Deadline for CEO endorsement)*	Budget (US$)
Component A: Technical studies, etc.													
Component B: Formulation of ProDoc, etc.													
Component C: Validation workshop													
UNDP Review and Clearance (RBAP, SES, RTA, PTA, MPSU)													
Review and feedback (GEF Secretariat)													
Delivery of final outputs													

Notes: Months 8 to 12 represent the review period, during which the PPG team will respond to GEF Secretariat comments and refine deliverables accordingly.

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VI. MANDATORY ANNEXES

Annex 1: GEF CEO PIF/PPG Approval Letter

M.Sc. Carlos Manuel Rodriguez
CEO and Chairperson

September 15, 2025

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 approved the PIF for the medium-sized project detailed below. I have also approved your request for project preparation grant:

Decision Sought:	Medium-sized Project (MSP) PIF Approval and PPG Approval
GEFSEC ID:	11668
Agency(ies):	UNDP
Agency ID:	9818 - UNDP
Focal Area:	Multi Focal Area
Project Type:	Medium-sized Project
Country(ies):	Viet Nam
Name of Project:	Strengthening Nature-Based Solutions to Restore Ecosystems, and Conserve and Enhance Blue Carbon Stocks and Biodiversity in Viet Nam
Indicative GEF Project Financing:	$3,502,968
Indicative Agency Fee:	$332,782
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$)
Agency	Trust Fund		20% committed at CEO PIF approval (US$)	50% to be committed at first disbursement (US$)	30% to be committed at mid-term review (US$)	Total Agency Fee (US$)	
UNDP	GEF TF	3,502,968	66,556	166,391	99,835	332,782	3,835,750
Total		**3,502,968**	**66,556**	**166,391**	**99,835**	**332,782**	**3,835,750**

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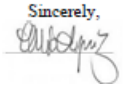
Official Use Only

Ms. Bennet

Break-down:		Project Preparation Grant (US$)	PPG Fee (US$)	Total (US$)
Agency	Trust Fund			
UNDP	GEF TF	150,000	14,250	164,250
Total		**150,000**	**14,250**	**164,250**

This approval is based on the understanding that the project is in conformity with GEF focal area strategies and in line with GEF policies and procedures. Please ensure that your final project document, having fully addressed all Secretariat comments, will be approved within 12 months of CEO approval of the PIF.

Sincerely,



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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: International Project Development Specialist (GEF PPG Team Leader) **Type:** IC **Cost per person week:** USD 3,500 **Number of person weeks needed:** 12	**Role** *The International Project Development Specialist (PPG Team Leader) will be responsible for quality assurance and timely preparation of all reports and documentation, including the finalised UNDP Project Document and GEF CEO Approval (2-steps), with all mandatory and project-specific annexes and supporting documentation. The PPG Team Leader will be responsible for managing all consultants on the PPG Team, with support from the National Team Coordinator, and coordinating the Team's work, as well as providing relevant technical expertise. Ultimately, the PPG Team Leader is responsible for the timely delivery of the full PPG package within: (a) six months for UNDP internal review and clearances; (b) eight months for completion of the full CEO Package (including CEO Two-Step Approval and its annexes, as well as the UNDP Project Document and its annexes) for submission to the GEF Secretariat; and (c) addressing all comments from the GEF Secretariat in order to obtain GEF CEO Two-Step Approval.* *The PPG Team Leader will be required to travel to Viet Nam for conducting field surveys and consultations, as well as the inception and validation workshops.* **Responsibilities** The following is a list of the overall responsibilities of the PPG Team Leader. The UNDP PPG Implementation Plan (IP) provides further guidance regarding the tasks and responsibilities of the PPG team and must be followed accordingly. **1. Management of the GEF PPG Team** • Define and submit a detailed methodology and work plan, in consultation with the PPG Team Members, clearly delineating responsibilities between international and national consultants. • Establish and maintain reporting lines in close collaboration with the Programme Specialist and Regional Technical Advisor (RTA). • Ensure that project development is participatory, socially inclusive, and gender-responsive, based on extensive stakeholder engagement. • Verify that all project components are technically sound and cost-effective. • Engage with the UNDP Bangkok Regional Hub (BRH) and global advisers through the blue carbon NbS platform and other relevant technical platforms to obtain their input and guidance as necessary during project development. • Support the development, review, and finalisation of national and international consultants' Terms of Reference (TORs), as needed, ensuring the effectiveness of their roles and deliverables in preparing the Project Document, and assist with their recruitment where necessary. **2. Preparatory Technical Studies and Reviews** With input from the national and international consultants on the PPG Team, as

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	outlined in their respective TORs, the PPG Team Leader will: • Compile the baseline/situational analysis for the medium-sized project (MSP). This should include a clear definition of baseline projects, activities, budgets, goals, and co-financial links to GEF outcomes; a definition of GEF incremental value per outcome and output; and the presentation of incremental cost-analysis results in matrices, where applicable. • Conduct a stocktaking of all baseline projects, including their geographical spread, financing, and technical capacities, to maximise synergies in institutional, operational, and technical areas. • Oversee the stakeholder analysis and consultations, ensuring they are comprehensive. • Ensure the preparation of relevant social and gender analyses in line with UNDP and GEF guidelines, and ensure their findings are effectively integrated into the project's strategy, theory of change, and results framework. • Implement the action points, including risk assessments, from the UNDP Preliminary Social and Environmental Screening Procedure (Pre-SESP) at the PIF stage ("pre-screening"), and iteratively update the screening throughout the PPG process, as needed. • Oversee the identification of project sites for the application of NbS, ensuring that selection criteria are documented, and geo-referenced data and maps are clearly presented for all sites. • Lead consultations with partners on climate financing for the promotion of blue carbon nature-based solutions. • Oversee financial planning, including co-financing and investment mobilisation, and ensure it is delivered in the required format. • Specifically identify opportunities for private sector engagement in blue carbon nature-based solutions and co-financing and ensure the preparation of due-diligence assessments for identified private sector partners. • Ensure the preparation of partner capacity assessments and facilitate discussions on management arrangements early in the PPG process. • Ensure the completion of any additional studies required for the preparation of the Project Document and all other final outputs. **3. Formulation of the Project Document, GEF CEO Approval (2-steps), and Mandatory and Project-Specific Annexes** With input from other national and international consultants, as outlined in their respective TORs and drawing on international best practices, the following tasks will be carried out under the technical guidance of the PPG Team Lead: • Develop, present, and articulate the project's theory of change (both narrative and diagrammatic), including problem and solution trees, in consultation with project stakeholders and in line with GEF STAP guidance and PIF-level comments. • Design the Project Results Framework, including outcome and output-level indicators, in accordance with UNDP-GEF policy. • Prepare a detailed Monitoring and Evaluation Plan, including an associated

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	budget. • Oversee the development of a socially inclusive, gender-responsive, and comprehensive Stakeholder Engagement Plan (SEP) with an accompanying budget. • Ensure the preparation of a Gender Analysis Report and Gender Action Plan with an accompanying budget. • Ensure the preparation of an Environmental and Social Management Framework (ESMF), including an Ethnic Minority Planning Framework (EMPF) and budget, rapid social assessment and baseline SESA assessment, Environmental and Social Impact Assessment (ESIA) (if required), Livelihood Action Framework and Process Framework, and other required assessments and reports. • Lead the development of a project-level Grievance Redress Mechanism (GRM) in collaboration with the National Team Coordinator, International SES Specialist, and National Gender and SES Expert. • Coordinate with the UNDP Country Office to select an indicator aligned with the UNDP Strategic Plan's Integrated Results and Resources Framework (IRRF). • Complete the risk log and risk register; update the SESP based on relevant assessments; and ensure the development of Environmental and/or Social Management Plans for any risks identified as high. • Prepare the GEF-8 Core Indicators Worksheet, ensuring all data are robust and validated. • Prepare the Total Budget and Work Plan (TBWP) and the Indicative Procurement Plan. • Confirm project management arrangements, ensuring they are consistent with UNDP-GEF guidance on UNDP execution support. • Develop a partnership strategy, learning plan, and impact monitoring approach. • Consolidate all analyses, studies, and technical inputs into a draft UNDP-GEF Project Document, GEF CEO Approval (2-steps), and all mandatory and project-specific annexes, using the appropriate templates. ***Additional studies required:*** • Develop a detailed knowledge management and networking strategy. • Develop a comprehensive communication strategy. • Ensure the completion of the required official endorsement letters. **4. Workshops** • Lead the inception and validation workshops to present, discuss, and validate the final draft of the Project Document and the mandatory and project-specific annexes, with particular emphasis on the SESP and any management plans. • Oversee and implement all necessary revisions that arise during the workshops. • Ensure the completion of the reports for both the inception and validation workshops. **Final Deliverables**

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	• Consolidation of all technical and consultation inputs including from national stakeholders, UNDP, GEF Secretariat, STAP and GEF Council, into a well-written and concise UNDP Project Document with all required sections and Annexes,4 in line with the standard UNDP-GEF Project Document template and annotated guidance. • Completion of the GEF CEO Approval (2-steps). • All documentation from the GEF PPG (including technical reports, etc.). • Inception Workshop Report with clear sections on workplan and reporting lines. • Validation Workshop Reports. • GEF Review Sheets elaborated in full detail and addressing of all comments from the GEF Secretariat in respective documentation. **Qualifications** • Master's degree or higher in a relevant field, such as climate change, natural resource management, environmental science, natural sciences, and/or sustainable development. • Minimum of fifteen (15) years of demonstrable experience in the technical areas of coastal and marine natural resources management, climate change, sustainable development, etc. • Proven experience in leading the development of full-sized or medium-sized GEF projects (minimum 10 years), with a strong understanding of the GEF rationale and procedures, and experience in preparing high-quality UNDP and GEF Project Documents. • Exceptional coordination, leadership, and partnership management skills. • Excellent written and oral communication skills in English (two writing samples on relevant topics required). • Experience working in Asia, particularly in Viet Nam, on NbS and blue carbon initiatives is highly desirable.
<u>Consultant:</u> *International Social and Environmental Safeguards (SES) Specialist* **Type:** IC **Cost per person-week:** USD 3,000 **Number of person-weeks needed:** 3.2	**Role** The International SES Specialist will guide, oversee and ensure the production of high-quality SES-related deliverables by the National SES Expert and National Gender Experts and provide remote technical support to them in conducting the necessary assessments to identify potential environmental and social risks and appropriate management/mitigation measures. The International Specialist will guide and oversee the development of actions and measures to avoid negative environmental and social impacts where feasible, and where risk avoidance is not possible, they will identify appropriate mitigation and management measures in accordance with UNDP's SES. Wherever possible, the contextual analyses of environmental and social issues should also lead to recommendations for the design of project components and activities for maximising the delivery of co-benefits, particularly for marginalised and vulnerable societal groups such as ethnic minorities, women, and youth. **Responsibilities** The International SES Specialist will have the following key responsibilities:

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	1. Preparatory Technical Studies and Reviews Prepare inputs and support the required analyses and studies, as agreed with the PPG Team Leader, including: • Guide, contribute to and oversee the required analyses and studies in line with UNDP SES guidance, maintaining close liaison with the UNDP SES Team on specific interpretations and requirements. • Review the Pre-SESP screening report prepared at the PIF stage, update the risk screening and assessment, and prepare the Full SESP screening report. Conduct baseline research in collaboration with the National SES and Gender experts and other PPG team members, and as required for its development. • Define the project's area of influence and guide and support the National Gender and SES Experts in conducting a rapid baseline environmental and social (including gender) assessment to understand the project context and potential risks linked to the proposed approaches and interventions. Prepare concise environmental and social profiles for the project's target sites. • Oversee a review of the national regulatory framework together with the National Gender and SES Experts, and compare it with UNDP's SES to identify any gaps or inconsistencies. Where possible, align with safeguards provided in the national legal framework to avoid, manage, minimise, and mitigate environmental and social risks. The capacity of relevant agencies to implement the requisite safeguards should also be assessed. Propose measures to address any gaps or weaknesses to ensure full compliance with the SES. • With support from the National Gender and SES Experts, assess the presence of ethnic minorities in the project areas and their interests. If applicable, evaluate potential impacts of the project on their rights, lands, territories, resources, and traditional livelihoods. Determine when the principles of Free, Prior, and Informed Consent (FPIC) apply in the national context. Conduct community consultations within the project's area of influence to assess understanding and capacity to provide consent, and identify community preferences for the FPIC process. Where relevant, integrate FPIC and other considerations into the overall project design, the Ethnic Minorities Planning Framework (EMPF), and the Stakeholder Engagement Plan (SEP). • Support the International GEF Project Development Specialist (PPG Team Leader), as required, in fulfilling UNDP SES requirements. **2. Formulation of the Project Document, GEF CEO Approval (2-steps), and Mandatory and Project-Specific Annexes** • Lead the preparation of an Environmental and Social Management Framework (ESMF) or Environmental and Social Management Plan (ESMP) (to be determined based on the specificity of project activities) using the assessments conducted and in relation to the detailed project interventions developed during the PPG phase. The ESMF/ESMP should serve as an umbrella safeguards document, identifying management measures to mitigate risks for incorporation into the ProDoc, and outlining/aligning other safeguards frameworks/plans or measures. It should also specify implementation arrangements, capacity-building needs, and budget/resources for implementation. • Lead the preparation of additional environmental and social safeguards frameworks/plans, as required under SES guidance and based on the identification/confirmation of risks. These may include, for example: Ethnic

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	Minority Planning Framework (EMPF)/Ethnic Minority Development Plan (EMDP), Process Framework, Livelihood Action Framework/Plan (LAF/LAP), or Cultural Heritage Management Plan (CHMP). • Ensure that the project is designed in compliance with the GEF Policy on Gender Mainstreaming (which promotes the goal of gender equality), as well as UNDP's SES Supplemental Guidance on Gender. Oversee and support the preparation of a Gender Assessment and Action Plan (GAP). • Guide and support the preparation of a Stakeholder Engagement Plan (SEP) that identifies and maps relevant project stakeholders, documents their comments, feedback, and concerns, and explains how these were addressed or considered in project design. The SEP should also set out strategies, approaches, and plans for engagement with different stakeholder groups during project implementation. • Lead the preparation of a Grievance Redress Mechanism (GRM), to be included in the SEP. The GRM should incorporate provisions for access to UNDP's Social and Environmental Compliance Review Unit (SECU) and Stakeholder Response Mechanism (SRM), and outline project-specific institutional arrangements and procedures for receiving and responding to stakeholder concerns and grievances. • Prepare gender- and safeguards-related inputs to the ProDoc and mandatory and project-specific annexes, and support the development of final PPG deliverables as agreed with the PPG Team Leader. • Assist in updating the Risk Register and Risk Log through written inputs, as required. **3. Validation Workshop** • Participate in and contribute to the inception and validation workshops, as required. • Support any revisions arising from the inception and validation workshops, as appropriate. • Contribute to the workshop reports within the scope of the technical area. • Assist the PPG Team Leader in addressing comments in the GEF Review Sheets by preparing detailed responses and ensuring that all feedback from the GEF Secretariat is incorporated into the relevant documentation. **Final Deliverables** • Full Social and Environmental Screening Procedure (SESP) in English (noting that a Vietnamese version should be reviewed and made available by the National SES Expert). • Environmental and Social Management Framework (ESMF) or Environmental and Social Management Plan (ESMP), including: presentation of environmental and social profiles; analysis of the national legal framework and institutional capacities for safeguards implementation; identification and assessment of risks in relation to project activities; proposed risk management measures (as a framework to guide the development of safeguards plans under the ESMF, or as specific measures under the ESMP); monitoring and evaluation arrangements for

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	ESMF/ESMP implementation; implementation responsibilities; capacity-building and resource needs; and budget. • Additional safeguards frameworks/plans, as required, e.g. Ethnic Minority Planning Framework (EMPF)/Ethnic Minority Development Plan (EMDP) including operational guidance on FPIC, Process Framework, or Livelihood Action Framework/Plan (LAF/LAP). Grievance Redress Mechanism (GRM), prepared in direct collaboration with the PPG Team Leader. • Inputs to draft and final iterations of the UNDP Project Document (ProDoc) and required annexes, in line with guidance from the PPG Team Leader. **Qualifications** • Master's degree or higher in Environmental Science, Natural Resource Management, Rural/Social Development, or a closely related field. • At least fifteen (15) years of relevant experience in environmental and social safeguards, environmental management, and policy development and implementation. • Proven track record of supporting, advising, and collaborating with government institutions on environmental and social safeguards, climate change, and sustainable development. • Strong experience and knowledge of safeguard principles, climate change, and environmental and social impact assessments, including the environmental management of land and ecosystems. • Familiarity with UNDP, GEF, or similar internationally funded projects, as well as social and environmental policies and guidelines. • Exceptional analytical and writing skills in English.
<u>Consultant:</u> *National Coastal and Marine Management, Climate Change Adaptation, and Biodiversity Expert* **Type:** NC **Cost per person-week:** USD 1,150 **Number of person-weeks needed:** 14	**Role** The National Coastal and Marine Management, Climate Change Adaptation, and Biodiversity Expert (National Team Coordinator) will serve as the National Team Coordinator, providing day-to-day coordination and guidance to the team of national consultants and ensuring their work is harmonised and aligned with the overall project preparation process. S/he will work in close collaboration with the PPG Team Leader to ensure smooth integration of national and international inputs, maintain strong engagement with UNDP and MAE, and support the Government's review and endorsement process. At the same time, they will provide expert knowledge on climate change adaptation (including ecosystem-based approaches) and technical support for the promotion and implementation of blue carbon NbS, with a focus on the management, conservation, and restoration of seagrass, tidal marsh, and mangrove ecosystems in Viet Nam. **Responsibilities** The National Coastal and Marine Management, Climate Change Adaptation, and Biodiversity Expert (National Team Coordinator) will have the following key responsibilities: **<u>1. Overall Coordination and Facilitation of the Project Development Process</u>** • Collaborate with the PPG Team Leader, in close collaboration with other team

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	members, to define and submit a detailed methodology and work plan, ensuring that inputs from the Department of Climate Change of MAE and national stakeholders are fully reflected. • Act as the primary liaison between the Department of Climate Change/MAE and UNDP, tracking progress against the agreed work plan. • Support the PPG Team Leader, in close collaboration with other team members, in engaging relevant national stakeholders (e.g. MAE, Ministry of Finance, provincial authorities, non-governmental organisations [NGOs], etc.) throughout the project design process. • Support the PPG Team Leader with the development of a Grievance Redress Mechanism (GRM) for the project, ensuring that it is culturally appropriate, accessible to all stakeholders (including women, ethnic minorities, and vulnerable groups), and aligned with UNDP and national safeguard requirements. Coordinate with relevant stakeholders to ensure the mechanism is well-integrated into project design and implementation frameworks. • Track feedback and requests from the Government and ensure that these are addressed in a timely and systematic manner. • Assist in organising technical review meetings and validation workshops with Government counterparts to ensure buy-in and compliance with national procedures. • Ensure the final Project Document is of high quality and consistent in both English and Vietnamese, and coordinate the preparation of the Vietnamese version in the official Government template for submission to MAE, An Giang Province and UNDP. • Provide regular status updates to the PPG Team Leader and UNDP focal points. **2. Preparatory Technical Studies and Reviews** • Conduct preliminary baseline biodiversity assessments of seagrass, mangrove, and tidal marsh ecosystems in the project areas, drawing from secondary sources and consultations with scientists and other stakeholders. • Based on the assessment, make recommendations for the design of conservation, protection, and restoration activities aimed at enhancing the carbon value of these ecosystems for implementation under the project. • Identify priority locations and targets for seagrass, mangrove, and tidal marsh restoration, including species selection, planting techniques, and maintenance strategies. • Identify priority areas for conservation and establish mechanisms for local communities and stakeholders to ensure sustainable and integrated management and conservation practices. • Recommend the design of monitoring protocols and innovative tools for community use to manage and track changes in biodiversity and carbon sequestration capacity in coastal and marine zones. • Identify specific training needs and implementation arrangements for local communities, stakeholders, and project staff regarding seagrass and mangrove biodiversity and their role in blue carbon. • Identify key national and local policy frameworks that need to be assessed and

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	reviewed to support blue carbon and biodiversity conservation. • Recommend key measures to strengthen the role of local communities in the co-management of selected NbS, and propose solutions to sustain co-management models and remove institutional and policy barriers for long-term sustainability in protected areas and provinces. **3. Formulation of the Project Document, GEF CEO Approval (2-steps), and Mandatory and Project Specific Annexes** • Prepare NbS- and marine biodiversity-related inputs to the Project Document and associated mandatory and project-specific annexes, and support the development of final PPG deliverables, as agreed with the PPG Team Leader. • Work closely with the Team Leader and other national consultants to organise and document participatory consultations with local communities, civil society, women's groups, and other stakeholders. • Prepare NbS- and marine biodiversity-related inputs to the Project Document and associated mandatory and project-specific annexes, and support the development of final PPG deliverables, as agreed with the PPG Team Leader. • Work closely with the PPG Team Leader and other team members to organise and document participatory consultations with local communities, civil society, women's groups, and other stakeholders. • Inputs to draft iterations and the final version of the UNDP Project Document and associated mandatory and project-specific annexes, under the guidance of the PPG International Team Leader and in collaboration with other team members. This includes: o the provision of thematic inputs related to marine biodiversity, coastal and marine ecosystem management, climate change adaptation, and NbS; o documentation of participatory consultations with local communities, civil society organisations, women's groups, and relevant stakeholders; and o contributions to addressing comments raised during GEF Secretariat reviews and validation workshops, as relevant to the consultant's technical area. • Preparation of the Government Project Documents following the official Government ODA template(s) for MAE and An Giang Province, ensuring consistency with the UNDP Project Document (in English) led by the PPG Team Leader. **4. Validation Workshop** • Participate in and contribute to the inception and validation workshops, as required. • Support any necessary revisions that arise during the inception and validation workshops, as appropriate. **Final Deliverables**

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	• A comprehensive technical report that includes: (i) an outline of the baseline state of seagrass, mangrove, and tidal marsh ecosystems in the project areas; (ii) the design of project components related to the conservation, restoration, and protection of these ecosystems as NbS for climate change adaptation; (iii) recommendations for monitoring protocols and innovative tools, including those suitable for community use, to track changes in biodiversity and carbon sequestration capacity; (iv) an assessment of capacity gaps and specific training recommendations for communities, project staff, and stakeholders to support implementation; and (v) a delineation of roles and responsibilities for the implementation of conservation and restoration measures, including the active involvement of local communities in the co-management of targeted ecosystems. • A set of recommendations for project implementation regarding the assessment and strengthening of national and local policy and institutional frameworks to support blue carbon measures in seagrass, mangrove, and tidal marsh ecosystems. This should include guidance on the removal of institutional and policy barriers, proposals to sustain co-management models, and measures to enhance the role of local communities and women's groups in ecosystem management for climate change adaptation and resilience. • Inputs to a fully developed GRM that is culturally appropriate, accessible to all stakeholders, aligned with UNDP and national safeguard requirements, and integrated into the overall project design and implementation framework. • Inputs to draft iterations and the final version of the UNDP Project Document and associated mandatory and project-specific annexes, under the guidance of the PPG Team Leader and in collaboration with other national consultants. • Final Government Project Documents following the official Government ODA template(s) for MAE and An Giang Province, ensuring consistency with the UNDP Project Document (in English) led by the PPG Team Leader. • Provision of technical inputs and contributions to technical review meetings and validation workshops, including summaries of national stakeholder feedback in the consultant's area of expertise for incorporation into the final Project Document. **Qualifications** • An advanced degree (Master's or PhD) in marine biology, climate change adaptation, ecology, environmental science, or a related field. • A minimum of ten (10) years of professional experience in seagrass and mangrove ecology, biodiversity conservation, and ecosystem restoration, with a strong background in blue carbon ecosystems, climate change adaptation approaches, and NbS. • Proven experience in project coordination, including working closely with government counterparts, development partners, and community-based organisations on climate change adaptation and ecosystem-based initiatives. • Familiarity with national and international policy frameworks related to coastal and marine ecosystem management and climate change adaptation. • Strong communication, facilitation, and advocacy skills. • Fluency in English and Vietnamese, with two writing samples (on a relevant subject) to be submitted in each language.

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Consultant: *National Social and Environmental Safeguards (SES) Expert* **Type:** NC **Cost per person-week:** USD 1,050 **Number of person-weeks needed:** 8	**Role** The National SES Expert will work closely with the International SES Specialist and National Gender expert in conducting the necessary assessments to identify potential environmental and social risks and update the project's SESP screening report. They will develop actions and measures to avoid negative environmental and social impacts where feasible, and where risk avoidance is not possible, they will identify appropriate mitigation and management measures in accordance with UNDP's SES. Wherever possible, the contextual analyses of environmental and social issues should also lead to recommendations for the design of project components and activities for maximising the delivery of co-benefits, particularly for marginalised and vulnerable societal groups such as ethnic minorities, women and youth. **Responsibilities** The National SES Expert will have the following key responsibilities: **1. Preparatory Technical Studies and Reviews:** Prepare inputs and support the required analyses/studies, as agreed with the PPG Team Leader and International SES Specialist, including: • Support the International SES Specialist to update the screening and assessment of relevant risks and prepare the Full SESP screening report, and conduct baseline research for its development. • Under guidance from the International SES Specialist conduct a rapid baseline environmental and social assessment in liaison with the National Gender and Social Inclusion Expert and the National Sustainable Livelihoods and Coastal Marine Biodiversity Expert to understand the project context and relevant issues or risks that may occur in relation to the project's proposed approaches and interventions. Prepare summary environmental and social profiles. • Review the national regulatory framework together with the International SES Expert. Compare this with UNDP's SES to identify any gaps or conflicts. Wherever possible, the safeguards provided in the national legal framework shall be used to avoid, manage, minimise and mitigate relevant environmental and social risks. The capacity of relevant agencies to implement the requisite safeguards should also be assessed. Advise and propose measures to address gaps/weaknesses in the legal framework to ensure the UNDP SES requirements are met. • Assess the presence of ethnic minorities within the project areas as well as their interests and vulnerabilities. If applicable, evaluate the potential impacts of the project on their rights, interests, lands, territories, resources, and traditional livelihoods. Determine when the principles of Free, Prior, and Informed Consent (FPIC) apply, in line with the national context. Conduct consultations with communities in the project's areas of influence to assess their understanding and capacity to give consent and identify community preferences for the FPIC process. Based on these assessments, and where relevant, integrate FPIC and other key matters into the overall project design, the Ethnic Minorities Planning Framework (EMPF), and the comprehensive Stakeholder Engagement Plan (SEP).

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	• 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. Formulation of the Project Document, GEF CEO Approval (2-steps), and Mandatory and Project-Specific Annexes** • Lead the drafting of an ESMF or ESMP and associated safeguards guidance, as needed e.g. guidance on specific measures, procedures and formats for further environmental and social impact assessment (ESIA) (if required), targeted assessments and management plans (e.g. covering biodiversity, customary land use/land tenure, cultural heritage or other relevant risks), GRM, as well as other simplified risk management procedures as may be deemed suitable (e.g. Environmental and Social Codes of Practice (ESCOP)). • Lead the preparation of an EMPF or EMDP and associated guidance on FPIC procedures to be followed during project implementation. • Support the preparation of the SEP (including sections relating to the documentation of consultations with ethnic minority communities during project preparation, and approaches/strategies for their engagement during project implementation, GRM, and others, as appropriate in liaison with the International SES Specialist and National GESI Specialist). • Prepare safeguards-related inputs to the ProDoc and mandatory and project-specific annexes, and support the development of final PPG deliverables, as agreed with the PPG Team Leader. **3. Validation Workshop** • Participate in and contribute to the inception and validation workshops, as required. • Support any revisions arising from the inception and validation workshops, as appropriate. • Contribute to the workshop reports within the scope of the technical area. • Assist the PPG Team Leader in addressing comments in the GEF Review Sheets by preparing detailed responses and ensuring that all feedback from the GEF Secretariat is incorporated into the relevant documentation. **Final Deliverables** • Inputs to the full Social and Environmental Screening Procedure (SESP). • Draft baseline environmental and social profiles. • Draft ESMF (including guidance on procedures for further ESIA (if required), targeted assessments and management plans (for specific activities/risks) and/or other safeguards measures as may be required e.g. ESCOP). • Draft EMPF (including guidance on FPIC procedures). • Presentations and materials for consultations with local communities and other relevant stakeholders. Documentation of consultations and other relevant inputs to the SEP.

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	• Appropriate inputs to the final UNDP-GEF project document based on guidance from the PPG Team Leader. **Qualifications** • A Master's degree or higher in a relevant field such as environmental management, social sciences, sustainable development, or a related discipline. • A minimum of seven (7) years of proven experience in applying social and environmental safeguard policies and frameworks, including impact assessment, risk management, and community engagement processes. • Experience in participatory assessments and safeguard analysis, including identification of vulnerable groups, collection of socio-economic and disaggregated data, and preparation of safeguard reports, management plans, and mitigation measures aligned with international and national standards. • Prior experience with safeguards assessments and procedures of international organisations and donors (e.g. UNDP, World Bank, GEF, or similar). • Demonstrated experience in conducting consultations with Indigenous Peoples or Ethnic Minorities, applying Free, Prior, and Informed Consent (FPIC) principles, protecting cultural heritage, and/or facilitating community engagement. • Fluency in English and Vietnamese, with two writing samples on a relevant subject to be submitted in each language.
<u>Consultant:</u> *National Gender and Social Inclusion and Stakeholder Engagement Expert* **Type:** NC **Cost per person-week:** USD 1,050 **Number of person-weeks needed:** 6	**Role** The National Gender and Social Inclusion and Stakeholder Engagement Expert will be responsible for the gender analysis and action plan (GAP) for the PPG phase and will prepare the project's Stakeholder Engagement Plan (SEP). S/he will work in close collaboration with the National SES Expert and International SES Specialist. The GAP should include recommendations for the design of project components and activities for maximising co-benefits and equal participation for women, ensuring project alignment with UNDP's Gender Equality Seal for Public Institutions (GEN 2) requirements and GEF Guidance to Advance Gender Equality. Where required, the consultant should help identify potential social risks related to gender, providing inputs on the project's SESP screening report and possible mitigation strategies, and provide written inputs on the final project document to ensure gender mainstreaming throughout. The SEP shall identify key project stakeholders, analyse their capacities, interest and influence, document consultations with them during project preparation and elaborate approaches and strategies for their engagement during implementation. The consultant will be a gender and social inclusion expert with experience in-depth gender analysis and local community and stakeholder engagement and will be expected to lead these elements during the PPG. **Responsibilities** The National Gender and Social Inclusion and Stakeholder Engagement Expert will have the following key responsibilities: **<u>1. Preparation of a detailed inception report, including a conceptual framework and workplan for the assignment.</u>** The National Expert will produce an inception report (maximum five pages) defining the scope, methodology, and timeline for a comprehensive gender analysis and GAP report,

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	and a plan for consultations with project stakeholders, including communities. This report should: • Provide a brief review of national gender policies, and climate, biodiversity and environmental laws, as well as relevant national regulatory frameworks related to conservation governance. • Present an overview of women's participation in climate and biodiversity governance in the province and the Mekong Delta region, highlighting potential challenges, inequalities, and issues of intersectionality relevant to the project. • Identify key project stakeholders for consultations, including (but not limited to) relevant government agencies, private sector enterprises, development organisations, women-led organisations, marginalised and vulnerable groups, and other community representatives. • Outline the approach and mechanisms required to obtain gender-disaggregated data on climate and biodiversity governance and benefit-sharing in the project area, together with a comprehensive stakeholder engagement plan for the project preparation, including gender-responsive consultations with local communities within the demonstration landscape. • Propose a workplan detailing key milestones, responsibilities, and deliverables specific to the completion of the gender analysis and GAP report over the PPG timeline. The National Expert will submit the inception report for review by the PPG Team Leader and National Team Coordinator, and for approval by UNDP and the government partner (DCC), before proceeding with the full gender analysis and GAP report. **2. Full gender and stakeholder analysis reports, including documentation of consultation with community members and inputs on SES processes.** Based on the agreed upon framework and approach, The Expert will take the lead in preparing a full gender analysis report, underpinned by consultation with community members for in-person data collection. The gender analysis should include: • Taking stock of the project context and identifying relevant social issues or risks related to gender inclusion that may arise in relation to the project's proposed approaches and interventions, in close collaboration with the National Sustainable Livelihoods and Coastal Marine Biodiversity Expert. • Highlighting observations on potential gender empowerment challenges and pathways within the context of the project, including opportunities for gender mainstreaming. • Documenting consultations (focus groups, interviews, surveys) with women and other marginalised groups in the project area to capture their perspectives, constraints, and opportunities. • Developing a map of gender roles and relations in a biodiversity context, assessing how women, men, and marginalised groups use, manage, and benefit from biodiversity and ecosystem services, and identifying gender-differentiated responsibilities in resource use, conservation practices, and traditional knowledge systems. • Examining gender-differentiated access to and control over natural resources, land tenure, financial services, technologies, markets, and conservation benefits, assessing the decision-making power of women and men in natural resource

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	management structures, and identifying relevant legal, institutional, social, and cultural constraints that limit women's participation in biodiversity governance. • Conducting an intersectional assessment to identify groups at greatest risk of exclusion in project design and implementation, based on intersecting vulnerabilities (e.g. gender and poverty, age, disability, ethnicity, Indigenous identity). • Documenting women's leadership roles and opportunities for scaling transformative participation, in line with GEN 2 requirements and the GEF Gender Policy and Action Plan. • Providing clear evidence of the incorporation of qualitative and quantitative gender-disaggregated data to illustrate gender gaps and opportunities, together with actionable recommendations to inform the GAP and other project documents. Where needed, the National Expert should also provide inputs to the International SES Specialist and the National SES Expert to advise on gender-related social risks and meaningful consultation processes. This may include: • Supporting the International SES Specialist and National SES Expert to update the screening and assessment of relevant social risks as they relate to gender inclusion. • Providing inputs on a rapid baseline social assessment and summary social profiles, using gender-disaggregated data. • Advising on gender-responsive stakeholder analysis and consultations to ensure that these are complete and comprehensive. The National Gender and Social Expert will submit the gender analysis report for review and approval by UNDP, the PPG Team Leader and National Team Coordinator, and the government partner (DCC), before proceeding with the full GAP report. In addition to the GAP, the Expert shall also conduct a stakeholder analysis for the project, and as a basis for the preparation of the project's SEP. The stakeholder analysis shall include: • An identification of the full range of project stakeholders e.g. including, but not limited to, public sector agencies at various governance levels and with differing institutional remits, private sector enterprises relevant to the project activities in different aspects and locations, civil society actors, development organisations, academic/policy institutions, local communities etc. • An analysis and mapping of the respective stakeholders' roles, responsibilities, interests in and influence over the project's intended outcomes. The National Expert will submit the stakeholder analysis report for review and approval by UNDP, the PPG Team Leader and National Team Coordinator, and the government partner (DCC), before proceeding with the development of the full SEP. **3. Full GAP that proposes measures for comprehensive gender mainstreaming across project outcomes and activities.** Using insights gathered from the gender analysis report, the National Expert will produce a full GAP report, including recommendations to ensure project alignment with UNDP GEN 2 and GEF's gender policy requirements. This GAP report should:

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	• Define actions to promote women's leadership, participation, and benefit-sharing in biodiversity conservation initiatives, especially pathways to strengthen existing women's networks, cooperatives, and organizations • Propose concrete measures to mainstream gender considerations into the project design, including activities, capacity building, and institutional arrangements. • Include recommendations for clear outcome-level gender results in the project theory of change, actions for women's leadership and decision-making power in conservation governance, activities with dedicated resources/budget lines to support implementation, and integrated measures across project components, not as a standalone annex. • Recommend gender-responsive indicators (both qualitative and quantitative) at outcome and output levels, aligned with GEN 2 standards (e.g., % of women in decision-making roles in conservation committees; increase in women-led biodiversity enterprises supported) for inclusion in the project's results framework, and tools and mechanisms for gender-disaggregated data collection and reporting. • Recommend mechanisms for accountability (e.g., designating responsible agencies, including gender focal points, embedding reporting obligations in project governance) to ensure GAP measures are maintained throughout the project lifetime. • Propose safeguards to avoid unintended consequences and suggest mechanisms for grievance redress and safe reporting channels if gender-related risks arise. • Identify training and institutional strengthening needs to enable partners and communities to implement the GAP, including specific modules for government, NGOs, and local community groups to improve gender mainstreaming in biodiversity planning. • Recommend peer learning and exchange opportunities to sustain gender-responsive practices beyond the project lifetime. The National Gender and Social Inclusion Expert will submit the full GAP report for review and approval by UNDP, the PPG Team Leader and National Team Coordinator, and government partner DCC. **4. Participation in validation workshops, preparation of the SEP and inputs to SES documents, formulation of the Project Document, GEF CEO Approval (2-steps), and other mandatory and project-specific annexes** The National Expert shall lead the preparation of the project's SEP. Throughout the assignment, the National Expert will also work closely with the International SES Specialist, National SES Expert, and PPG Team Leader and National Team Coordinator to provide inputs on gender-related considerations. This will require the National Expert to: • Support the organisation of (identify stakeholder participants, prepare agenda, organise contents), participate in and contribute to the inception and validation workshops • Prepare the project SEP by collating, documenting and summarising the project preparation phase consultation activities and developing approaches/strategies for engagement of different stakeholder groups during implementation.

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	• Review the national regulatory framework together with the National and International SES Experts. Where required, advise and propose measures for project implementation to ensure adequate consultation and gender-based social safeguards are met. • Provide inputs on gender-related social safeguards for the ESMF or ESMP and associated safeguards documents, as needed (e.g. EMPF, LAF/LAP, Process Framework, etc). • Support any revisions arising from the inception and validation workshops, as appropriate. • Lead the preparation of workshop reports overall (including collecting, compiling and documenting the events) and provide specific inputs relevant to gender equality and social inclusion. • Prepare gender- and safeguards-related inputs to the ProDoc and mandatory and project-specific annexes, and support the development of final PPG deliverables, as agreed with the PPG Team Leader. • Work closely with the PPG Team Leader to ensure the gender analysis and GAP findings and SEP are meaningfully integrated into the project's strategy, theory of change, and results framework. • Assist the International Team Leader in addressing comments in the GEF Review Sheets by preparing detailed responses and ensuring that all feedback from the GEF Secretariat is incorporated into the relevant documentation. • 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. • Provide appropriate inputs to the final UNDP-GEF project document based on guidance from the PPG Team Leader. **Final Deliverables** • Detailed inception report, including a conceptual framework and workplan for the assignment • Comprehensive gender analysis report, including documentation of consultation with local women and gender-disaggregated data • Full Gender Action Plan (GAP) for the project with recommendations for gender mainstreaming across project outcomes and activities • Stakeholder Engagement Plan (SEP) for the project including stakeholder mapping and analysis, documentation of stakeholder engagement processes during project preparation and approaches/strategies for stakeholder engagement during project implementation. • Participation in validation workshops and written inputs to ensure integration of the GAP across project documents, including inputs to the full Social and Environmental Screening Procedure (SESP), and other safeguards documents (e.g., ESMF, EMPF) as needed. **Qualifications**

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	• A Master's degree or higher in a relevant field, such as gender studies, gender and development, women and the environment, or women and sustainable development. • A minimum of seven (7) years of proven experience in gender mainstreaming, community development, and the assessment/mitigation of social and environmental safeguard risks. • Experience in participatory gender analysis, including collection and formulation of gender-responsive indicators, sex-disaggregated data, and preparation of gender-responsive project analyses and gender action plans. • Prior experience with safeguards assessments and procedures of international organisations and donors (e.g. UNDP, World Bank, GEF, or similar). • Demonstrated experience in conducting consultations with women, vulnerable groups, and local communities, toward advancing women's involvement in local conservation governance and facilitating community engagement. • Fluency in English and Vietnamese, with two writing samples on a relevant subject to be submitted in each language.
Consultant: *National Sustainable Livelihoods and Partnerships Expert* **Type:** NC **Cost per person-week:** USD 1,050 **Number of person-weeks needed:** 7	**Role** The National Sustainable Livelihoods and Partnerships Expert will provide specialist knowledge and technical support to promote sustainable economic development and improve livelihoods in coastal and marine areas through blue carbon nature-based solutions. **Responsibilities** The National Sustainable Livelihoods Expert will have the following key responsibilities: **1. Preparatory Technical Studies and Reviews** • Conduct preliminary assessments (based on secondary sources and consultations) of ongoing or completed investments in blue carbon ecosystems, focusing on their potential for sustainable economic development. • Drawing on past investments and international best practices, outline the socio-economic benefits of seagrass and mangrove conservation and restoration for local communities. • Identify and assess potential income-generating activities associated with blue carbon ecosystems. • Propose strategies to improve the livelihoods of local communities through the sustainable use and management of blue carbon ecosystems. • Design livelihood diversification programmes, such as eco-tourism, sustainable fisheries, and aquaculture, that could be supported through the project. • Identify the capacity-building and training needs of local communities to support sustainable economic practices. • Analyse value chains related to blue carbon ecosystem services within project areas and identify market linkages required to promote blue carbon investments.

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- Provide recommendations, as part of the project design, to encourage community-based enterprises, private–community partnerships, and cooperatives linked to blue carbon initiatives.

2. Formulation of the Project Document, GEF CEO Approval (2-steps), and Mandatory and Project Specific Annexes

- Prepare inputs related to economic and livelihood development for the Project Document and mandatory and project-specific annexes.
- Support the development of final PPG deliverables, as agreed with the PPG Team Leader.

3. Validation Workshop

- Participate in and contribute to the inception and validation workshops, as required.
- Support any necessary revisions arising during the inception and validation workshops, as appropriate.
- Contribute to the workshop reports within the context of the technical area.
- Assist the PPG Team Leader in responding to comments in the GEF Review Sheets by providing detailed inputs and ensuring that all feedback from the GEF Secretariat is addressed in the relevant documentation.

Final Deliverables

- A comprehensive report on the economic assessment and analysis of potential economic development and livelihood activities for the project areas. This should include a review of existing investments in blue carbon ecosystems, focusing on their socio-economic impacts and potential for sustainable development.
- Detailed strategies and implementation plans for livelihood development as part of the project, including proposed income-generating activities, value chains, market access, and recommendations for enhancing the livelihoods of local communities through the sustainable use and management of blue carbon ecosystems.
- A comprehensive Livelihood Action Framework and Process Framework outlining the specific actions, steps, and processes required to implement the proposed livelihood strategies. This should consider sustainable practices, capacity building, and community participation, aligned with blue carbon initiatives.
- Inputs to draft iterations and the final version of the UNDP Project Document and associated mandatory and project-specific annexes, under the guidance of the PPG Team Leader and in collaboration with other national consultants. This includes:
    - the provision of relevant thematic inputs;
    - documentation of participatory consultations with local communities, civil society organisations, women's groups, and relevant stakeholders; and
    - contributions to addressing comments raised during GEF Secretariat reviews and validation workshops, as relevant to the consultant's technical area.

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	Qualifications • An advanced degree (Master's or PhD) in economics, development studies, environmental economics, or a closely related field. • A minimum of ten (10) years of professional experience in economic development, livelihood improvement, and value chain analysis, preferably within coastal and marine ecosystems. • Proven experience in conducting economic assessments and developing livelihood strategies. • Familiarity with policy frameworks related to coastal and marine economic development. • Strong communication and advocacy skills, as well as experience in building and sustaining partnerships. • Fluency in English and Vietnamese, with two writing samples on a relevant subject to be submitted in each language.
<u>Consultant:</u> *National Climate Finance Expert for Blue Financing and Sustainable Financing Management* **Type:** NC **Cost per person-week:** USD 1,050 **Number of person-weeks needed:** 8	**Role** The National Climate Finance Expert for Blue Financing and Sustainable Financing Management will provide expert knowledge and technical support for accessing, mobilising, identifying, utilising, and managing a range of financial instruments. The focus will be on developing emerging nature-based finance initiatives that protect ecosystems and support local communities, with the aim of improving access to finance for NbS, particularly through innovative financial mechanisms such as blended finance, carbon market mechanisms/blue carbon, and others. **Responsibilities** The National Climate Finance Expert for Blue Financing and Sustainable Financing Management will have the following key responsibilities: **<u>1. Preparatory Technical Studies and Reviews</u>** • Assess current financial barriers in Viet Nam that hinder support for blue carbon initiatives, including limited engagement from the commercial sector. • Based on this assessment, evaluate the adequacy of current policies related to marine and coastal protection and restoration, as well as regulatory incentives, in promoting public and private financing for blue carbon ecosystems. Provide recommendations to overcome constraints and strengthen existing policy and regulatory instruments to attract increased investment from both public and private sectors, as well as innovative carbon finance mechanisms. • Develop a comprehensive climate finance strategy to support blue carbon projects. This should include identifying potential funding sources and mechanisms, public–private partnerships, commercial finance options, and philanthropic opportunities, along with strategies to reduce investment risks.

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	• Assess the feasibility and requirements of various climate finance instruments, such as grants, loans, and carbon credits. • Develop a potential 'menu' of blue carbon financing activities that could be supported under the proposed project, including specific, actionable steps the project can take to implement each activity. These should go beyond conceptual ideas and outline concrete, budgetable actions to operationalise selected finance mechanisms (e.g. pilot activities, partnerships, or policy instruments). • Identify training materials and capacity-building needs (and relevant topics) for local stakeholders regarding blue carbon financial options and mechanisms to be supported under the project. • Identify technical support and capacity development initiatives for local communities and project partners to improve their understanding of and access to blue carbon finance. • Provide technical input to national and local policy frameworks to support the integration of blue carbon into climate finance strategies. • Offer recommendations to advocate for the recognition and inclusion of blue carbon ecosystems in national and international climate finance mechanisms. • Identify broad indicators and monitoring frameworks to track the progress and impact of blue carbon finance activities. **2. Formulation of the Project Document, GEF CEO Approval (2-steps), and Mandatory and Project Specific Annexes** • Prepare inputs related to financial instruments and blue carbon financing for the Project Document and mandatory and project-specific annexes. • Support the development of final PPG deliverables, as agreed with the PPG Team Leader. **3. Validation Workshop** • Participate in and contribute to the inception and validation workshops, as required. • Support any necessary revisions that arise during the inception and validation workshops, as appropriate. • Contribute to the workshop reports within the context of the technical area. • Assist the PPG Team Leader in addressing comments in the GEF Review Sheets by providing detailed responses and ensuring that all feedback from the GEF Secretariat is incorporated into the relevant documentation. **Final Deliverables** • A comprehensive report that: identifies gaps and barriers in policies and regulations supporting blue carbon initiatives in Viet Nam, including constraints to promoting private investment in the blue economy; proposes measures to address these gaps and strengthen policy and regulatory instruments to enhance public and private sector engagement in blue carbon ecosystems; and evaluates the adequacy of current policies related to marine and coastal protection and restoration and suggests improvements to attract more investment.

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	• An annex presenting a detailed, actionable strategy for supporting blue carbon initiatives. The annex should include: a 'menu' of potential blue carbon activities that could be promoted by the project, outlining specific, budgetable actions for each initiative (e.g., pilot activities, partnerships, or policy instruments); technical and training support recommendations to enhance private sector and community engagement in developing and accessing blue carbon financing; and a monitoring framework to track blue carbon investments and their outcomes, ensuring progress and impact can be measured effectively. • Inputs to draft iterations and the final version of the UNDP Project Document and associated mandatory and project-specific annexes, under the guidance of the PPG Team Leader and in collaboration with other national consultants. This includes: o the provision of relevant thematic inputs; o documentation of participatory consultations with local communities, civil society organisations, women's groups, and relevant stakeholders; and o contributions to addressing comments raised during GEF Secretariat reviews and validation workshops, as relevant to the consultant's technical area. **Qualifications** • An advanced degree (Master's or PhD) in environmental finance, economics, climate policy, or a closely related field. • A minimum of ten (10) years of substantive experience in climate finance, project development, and resource mobilisation, preferably within coastal and marine ecosystems. • A solid background in blue carbon and nature-based solutions, with practical experience in their application, and strong understanding of carbon credit mechanisms, blue carbon credits, and related financing instruments (e.g. carbon markets). • High-level expertise in developing financial models and risk management strategies tailored to blue carbon projects. • Strong experience engaging stakeholders, including government, private sector, and communities, with ability to advocate for blue carbon financing. • Fluency in English and Vietnamese, with two writing samples on a relevant subject to be submitted in each language.
<u>Consultant:</u> *National Blue Carbon, LULUCF, and GHG Inventories Expert* **Type:** NC **Cost per person-week:** USD 1,150	**Role** The National Blue Carbon, LULUCF, and GHG Inventories Expert will provide expert knowledge and technical support for the assessment, management, and sustainable development of LULUCF activities in coastal and marine ecosystems, contributing to blue carbon conservation and climate change mitigation. The consultant will also support the development and implementation of blue carbon GHG inventories in coastal and marine ecosystems, ensuring accurate accounting and reporting of emissions and sequestration. **Responsibilities**

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Number of person-weeks needed: 10	The National Blue Carbon, LULUCF, and GHG Inventories Expert will have the following key responsibilities: **<u>1. Preparatory Technical Studies and Reviews</u>** ***1.1. LULUCF*** • Conduct a preliminary assessment, based on secondary sources and consultations with local LULUCF staff, regarding land use, land use change, and forestry practices in the project areas. • Perform a preliminary analysis of the impacts of LULUCF activities on seagrass, tidal marshes, and mangrove ecosystems, biodiversity, and carbon stocks. • Identify the drivers of land use change and propose strategies to mitigate adverse impacts on blue carbon ecosystems. • Suggest policies and regulations that require further assessment to promote sustainable land use and forestry management in coastal and marine areas. • Identify gaps and provide technical input to national and local policy frameworks related to LULUCF and blue carbon conservation that should be further assessed during project implementation. • Identify capacity gaps and training needs to be addressed through the project for local stakeholders, including government agencies, community members, and project staff, regarding sustainable LULUCF practices. • Compile a preliminary list and sources of information on best practices for LULUCF management in coastal and marine ecosystems. • Assess data availability, including data on blue carbon ecosystems and its application to land use, land use change, and forestry, to support project decision-making. Identify specific data gaps that need to be filled by the project. • Define participatory processes that should be included in project design to ensure inclusive and equitable management of blue carbon and land and forestry resources. ***1.2. GHG Inventory Development*** • Assess the extent of GHG inventories/databases for blue carbon ecosystems, particularly seagrasses and mangroves, focusing on both carbon sequestration and emissions, available in the country. • Evaluate current methodologies and protocols for data collection, analysis, and reporting to ensure consistency with international standards. • Based on the assessments, make recommendations to ensure that national inventories are compatible with national GHG accounting and reporting frameworks, and confirm that methodologies and protocols are appropriate. • Recommend the design and implementation of field surveys and remote sensing techniques to gather data on carbon stocks and fluxes in seagrass and mangrove ecosystems. • Assess and provide recommendations for capacity development for local stakeholders, including government agencies, researchers, and community members, on GHG inventory methodologies and data management for blue carbon.

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	• Evaluate the extent to which support is needed for the verification and validation of GHG inventories of blue carbon by third-party auditors or relevant authorities. • Provide recommendations on the actions required to support the integration of blue carbon GHG inventories into national climate change mitigation policies and strategies. **2. Formulation of the Project Document, GEF CEO Approval (2-steps), and Mandatory and Project Specific Annexes** • Prepare relevant thematic inputs to the Project Document and mandatory and project-specific annexes. • Support the development of final PPG deliverables, as agreed with the PPG Team Leader. **3. Validation Workshop** • Participate in and contribute to the inception and validation workshops as required. • Provide written technical inputs to the inception and validation workshop reports, particularly in relation to LULUCF, blue carbon ecosystems, and GHG inventories, ensuring that findings from the preparatory assessments are reflected in the project design. • Support any necessary revisions that arise during the inception and validation workshops, as appropriate. • Contribute to the workshop reports within the context of the technical area. • Assist the PPG Team Leader in addressing comments in the GEF Review Sheets by providing detailed responses and ensuring that all comments from the GEF Secretariat are addressed in the relevant documentation. **Final Deliverables** • Written inputs to the inception report, incorporating technical findings and recommendations from preparatory assessments, following the inception workshop. • A detailed report assessing LULUCF practices in the project areas, including: o Preliminary analysis of the impacts of LULUCF activities on seagrass, tidal marshes, and mangrove ecosystems, biodiversity, and carbon stocks. o Identification of drivers of land use change and strategies to mitigate adverse impacts on blue carbon ecosystems. o Recommendations for sustainable land use and forestry management policies and regulations. o Gaps in national and local policy frameworks related to LULUCF and blue carbon conservation, with suggestions for further assessment during project implementation. o Recommendations for addressing capacity gaps and training needs for local stakeholders (e.g., government agencies, community members).

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	○ A list of best practices for sustainable LULUCF management in coastal and marine ecosystems, including relevant case studies and international guidelines. ○ An assessment of data availability related to blue carbon ecosystems and LULUCF practices, identifying data gaps to be addressed by the project. • A comprehensive report including: ○ Assessment of existing GHG inventories/databases for blue carbon ecosystems (seagrasses, mangroves, and tidal marshes), focusing on carbon sequestration and emissions, and evaluating the completeness and accuracy of current data. ○ Evaluation of current methodologies and protocols for data collection, analysis, and reporting, ensuring compatibility with international standards (e.g., IPCC guidelines) and identifying gaps or areas for improvement. ○ Recommendations for field surveys and remote sensing techniques (e.g., satellite imagery, drones) to measure carbon stocks and fluxes in blue carbon ecosystems. ○ Analysis of capacity-building needs for local stakeholders regarding GHG inventory methodologies and data management, with recommendations for addressing these needs through training and technical support. • A report detailing the calculation of the baseline GHG emissions and carbon sequestration potential for seagrass, tidal marshes, and mangrove ecosystems in the project areas, including: ○ Estimation of current carbon stocks and fluxes in the target ecosystems. ○ A baseline GHG inventory covering carbon sequestration (carbon uptake) and emissions (carbon released due to degradation or disturbances). ○ Use of established methodologies (e.g., Intergovernmental Panel on Climate Change [IPCC] guidelines, regional protocols) for estimating carbon sequestration in coastal and marine ecosystems. ○ Identification of key factors affecting the carbon balance, such as land use changes, water quality, and human interventions. ○ Proposals for integrating blue carbon GHG inventories into national climate change mitigation policies, enhancing national climate finance and reporting. • Inputs to draft iterations and the final version of the UNDP Project Document and associated mandatory and project-specific annexes, under the guidance of the PPG Team Leader and in collaboration with other national consultants. This includes: ○ the provision of relevant thematic inputs; ○ documentation of participatory consultations with local communities, civil society organisations, women's groups, and relevant stakeholders; and ○ contributions to addressing comments raised during GEF Secretariat reviews and validation workshops, as relevant to the consultant's technical area

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	Qualifications • Advanced university degree (Master's or PhD) in environmental science, ecology, climate science, or a closely related field. • Minimum of ten (10) years of relevant professional experience in GHG inventory development, carbon accounting, and climate change mitigation, including LULUCF assessment and management—preferably with a focus on coastal and marine ecosystems. • Demonstrated experience in field data collection, remote sensing, and geospatial data analysis. • Proven track record in conducting land use and forestry assessments and in formulating sustainable management strategies. • Familiarity with international GHG accounting standards and reporting frameworks (e.g. IPCC Guidelines, UNFCCC requirements) and demonstrated experience in applying GHG calculation methodologies. • Fluency in English and Vietnamese, with two writing samples on a relevant subject to be submitted in each language.