Initiation Plan / GEF PPG

Project Title: Biodiversity and Inclusive Governance for Resilient Karst Ecosystems and Community Livelihoods (BIO-KARST)

Country: Indonesia

Country Programme Outcome: A lower-carbon, climate resilient Indonesia succeeds in advancing a just energy transition and decarbonization efforts, and the sustainable management of biodiversity and natural resources for the benefit and well-being of all.
Contributing Outputs:
Output 2.1: Government institutions at national and subnational levels have strengthened policies, regulatory frameworks, and financing capacities for decarbonization, biodiversity conservation, and ecosystem protection, including environmental quality.
Output 2.3: All individuals and communities, particularly women and youth, adopt innovative and sustainable practices that lessen their environmental impact and strengthen their resilience to climate change and natural disasters.

Aligned with UNDP Strategic Plan (2026-2029)
Strategic Objectives: Healthy Planet
Development Output: A.4.2 Financing for climate and nature-based solutions expanded to promote prosperity while protecting the planet.
SF IRRF A.4.2.3 Natural resources that are managed under a sustainable use, conservation, access, and benefit-sharing regime
SF IRRF C.1.1 Number of initiatives, policies, mechanisms, and/or strategies that strengthen service delivery, sustainable resource management, socio economic opportunities and/or community resilience at the subnational level

Gender Marker rating: GEN 2
SES Pre-Screening Categorization: Substantial

Start date : 09 February 2026
End Date : 31 December 2026

Quantum Project ID: 01005367	**Total budget:**	**US$ 150,000**
Quantum Award ID: 1537472	Allocated resources:	
	• GEF	US$ 150,000
PIMS number: 10325	• Government	US$ -
Management Arrangement: DIM	• UNDP	US$ -

Agreed by:

Sara Ferrer Olivella

UNDP Resident Representative | Signature | *Day/Month/Year*

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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: **Biodiversity and Inclusive Governance for Resilient Karst Ecosystems and Community Livelihoods (BIO-KARST)**. As described in the project concept (PIF), this project aims to conserve globally significant biodiversity and effectively deliver social and environmental benefits from Indonesia's karst ecosystems.

The PPG will support the preparation of a technically robust, policy-aligned, and implementation-ready UNDP–GEF Project Document by strengthening the project's analytical foundation, refining its theory of change, and ensuring full compliance with GEF and UNDP requirements. This will include the refinement of project scope, outcomes, and implementation arrangements; the validation of priority intervention areas; and the integration of gender, social inclusion, and environmental safeguards. The PPG will also facilitate inclusive stakeholder consultations, strengthen institutional and financing frameworks, and ensure alignment with national development priorities, biodiversity strategies, and the Kunming–Montreal Global Biodiversity Framework. Through these activities, the PPG will ensure that the final project design is evidence-based, feasible, and positioned to deliver measurable global environmental benefits while supporting sustainable livelihoods and long-term governance of Indonesia's karst ecosystems.

Project Context and Rationale for the PPG

Indonesia hosts one of the largest and most ecologically significant karst landscapes in the world, covering approximately 154,000 km² or nearly 16 percent of the national land area. These karst ecosystems are globally important due to their exceptional biodiversity, high levels of endemism, and critical ecosystem services, including freshwater regulation, carbon sequestration, climate resilience, and cultural heritage protection. Karst landscapes support complex subterranean hydrological systems, unique cave and limestone forest biodiversity, and provide essential water sources for surrounding communities, agriculture, and urban settlements. They also contain areas of high cultural and archaeological value, making them ecologically, socially, and economically irreplaceable.

Despite their importance, Indonesia's karst ecosystems are increasingly threatened by unsustainable land-use practices, including limestone mining, unregulated tourism development, land conversion, infrastructure expansion, and pollution of groundwater systems. These pressures are exacerbated by weak spatial planning enforcement, fragmented institutional mandates, insufficient ecological data, and limited financing mechanisms for conservation and sustainable management. The fragile nature of karst systems—characterized by thin soils, porous rock formations, and highly interconnected underground hydrology—makes them particularly vulnerable to irreversible degradation once disturbed.

The Government of Indonesia has established a policy and regulatory framework to address these challenges, including legislation on environmental protection, spatial planning, biodiversity conservation, and karst landscape management. However, implementation gaps remain due to limited coordination across sectors, uneven technical capacity at subnational levels, insufficient integration of biodiversity considerations into development planning, and a lack of sustained financing mechanisms. In addition, the absence of a comprehensive national karst inventory and standardized monitoring system constrains evidence-based decision-making and long-term management.

The BIO-KARST project has been designed to address these systemic barriers by strengthening governance frameworks, enhancing institutional and community capacities, and demonstrating sustainable management models in priority karst landscapes. The project aligns with Indonesia's

National Biodiversity Strategy and Action Plan (IBSAP 2025–2045), the National Medium-Term Development Plan (RPJMN), and the Kunming–Montreal Global Biodiversity Framework. It also contributes directly to GEF-8 Biodiversity priorities by promoting integrated landscape management, strengthening enabling conditions for conservation, and improving the sustainability of biodiversity-related investments.

The Project Preparation Grant (PPG) is therefore essential to ensure that the full project is technically sound, institutionally feasible, and aligned with national and global commitments. The PPG will enable detailed technical assessments, stakeholder consultations, safeguards screening, and the refinement of the project's theory of change, results framework, and implementation arrangements. It will also support the identification of viable financing mechanisms, institutional roles, and coordination platforms necessary to sustain conservation outcomes beyond the project lifetime. Through this process, the PPG will ensure that the BIO-KARST project is ready for effective implementation and positioned to deliver measurable and lasting global environmental benefits.

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

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

The final outputs of the GEF PPG are:

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

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

Key Dates for the GEF PPG

Milestone	Date	Notes
Internal submission date for BPPS review and clearance	18 June 2026	MSP: within 6 months of PIF approval
First GEF Submission Deadline for CEO Endorsement	18 August 2026	MSP: must be within 8 months of PIF approval **Failure to submit a ProDoc and CEO ER to the GEF Sec by this date will lead to the automatic cancellation of the project by the GEF Sec.**
CEO Endorsement Deadline after which the project will be cancelled if not endorsed	18 December 2026	MSP: must be within 12 months of PIF approval. **If the project has not been CEO endorsed by the deadline, it will be automatically cancelled by the GEF Sec.**

Management Arrangements

The UNDP Indonesia 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 UNDP Resident Representative or her/his designated representative will chair the Working Group, in line with the Direct Implementation Modality (DIM), under which UNDP assumes full responsibility and accountability for the management and delivery of the PPG. The Working Group will serve as the primary coordination and decision-support mechanism during the PPG phase and will facilitate alignment between national priorities, technical requirements, and GEF expectations.

Working Group members will comprise representatives from the following institutions and entities, as appropriate:

1. **UNDP Indonesia**, including:
   - Nature, Climate and Energy (NCE) Unit
   - Management Performance Oversight (MPO) and Operations Units
   - Relevant technical specialists supporting safeguards, gender, and monitoring and evaluation
2. **Government counterparts**, including:
   - Ministry of Environment MoE, as the lead national counterpart
   - Relevant directorates and technical units involved in biodiversity conservation, karst management, and spatial planning
   - Selected sub-national government representatives from priority karst landscapes, as relevant
3. **Other key stakeholders, as appropriate, including**:
   - Research and academic institutions
   - Civil society organizations and technical partners
   - Representatives of relevant national platforms or forum

The Working Group will provide strategic guidance on the overall direction of the project design, review key technical outputs (including the draft Project Document, safeguards instruments, and co-financing arrangements), and ensure coherence with national policies and GEF programming priorities. It will also support coordination among stakeholders and facilitate timely resolution of technical or institutional issues that may arise during project preparation.

In accordance with UNDP POPP and GEF requirements, UNDP will retain full responsibility for financial management, procurement, quality assurance, and reporting under the DIM modality. Oversight and quality assurance functions will be clearly separated from any execution support functions, in line with GEF fiduciary standards and the Delegation of Authority issued for this PPG. The Regional Bureau and BPPS Vertical Funds Hub will provide oversight and technical support as required to ensure compliance with GEF policies and timelines.

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

II. STAKEHOLDER ENGAGEMENT, PUBLIC DISCLOSURE, AND OTHER REQUIREMENTS

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

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

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

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

Desktop and field-based studies and data collection

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

- Development challenge and strategy (including threats, problems, and barrier assessment);
- Review of national policy and legislative frameworks;
- Field surveys and verification of sites, including site-specific ecological/ geological and land-use characteristics
- Mapping of intervention areas
- 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.

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.

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. These risks may include, inter alia, impacts related to land and natural resource use, access to ecosystem services, community livelihoods, potential restrictions on resource use, and interactions with Indigenous Peoples and local communities living in or adjacent to karst landscapes.

In accordance with UNDP's Social and Environmental Standards (SES) Framework and GEF requirements, an SES Framework namely, Environmental and Social Management Framework (ESMF) and other relevant safeguards instruments–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.

The SES Framework and the UNDP–GEF Project Document will clearly state that no project activities will commence until:
(i) the required environmental and social assessments have been completed;
(ii) the necessary management and mitigation plans have been prepared; and
(iii) the relevant documents have been disclosed and approved in accordance with UNDP and GEF policies.

The safeguards assessments will address, inter alia, potential risks related to land and resource use, community livelihoods, access restrictions, biodiversity conservation measures, and engagement with Indigenous Peoples and local communities. Where applicable, the need for Free, Prior and Informed Consent (FPIC) will be assessed and implemented in line with UNDP SES requirements and international best practice.

All safeguards instruments will be developed through inclusive, participatory, and gender-responsive stakeholder consultations and will be disclosed prior to project approval. The outcomes of these assessments will be used to inform the final project design, implementation arrangements, and monitoring framework, ensuring full compliance with UNDP and GEF safeguard policies throughout the project lifecycle.

Identification of project sites

Based on the above reviews and through consultation with stakeholders, the targeted project demonstration sites will be identified. It is based on the geographic and thematic priorities outlined in the approved Project Identification Form (PIF), with the objective of ensuring ecological representativeness, high biodiversity value, and strong potential for demonstrating scalable and sustainable karst management approaches. Indonesia hosts some of the world's most extensive and ecologically significant karst systems, which are distributed across multiple islands and characterized by high endemism, critical ecosystem services, and increasing development pressures. The project therefore adopts a landscape-based approach, focusing on priority karst areas where conservation needs, institutional readiness, and opportunities for impact converge.

The project will focus on selected karst landscapes located in Sulawesi, Java, and Kalimantan, with initial priority areas identified as Maros–Pangkep (South Sulawesi), Gunungkidul (Yogyakarta), and Sangkulirang–Mangkalihat (East Kalimantan). These landscapes were selected based on their globally significant biodiversity values, the presence of unique karst geomorphological and hydrological systems, high levels of endemism, and their importance for water regulation, climate resilience, and local livelihoods. They also represent different ecological, institutional, and socio-economic contexts, allowing the project to test and demonstrate a range of governance and management approaches applicable to karst systems across Indonesia.

The selected landscapes face increasing pressures from limestone mining, land-use change, tourism development, and infrastructure expansion, compounded by weak enforcement of spatial planning and fragmented governance arrangements. At the same time, they offer strong opportunities for impact due to existing conservation initiatives, local government engagement, and alignment with national policy priorities related to biodiversity conservation, water security, and sustainable development. These sites also include areas with recognized conservation status, community-managed landscapes, and zones of high cultural and ecological value, making them well suited for piloting integrated management approaches.

During the PPG phase, the proposed project sites will be further validated and refined through field-based technical assessments, spatial analysis, and stakeholder consultations. This will include the preparation of detailed site profiles, mapping of ecological and socio-economic conditions, identification of threats and pressures, and assessment of institutional arrangements and stakeholder roles. The final selection and delineation of intervention areas will be informed by these assessments and reflected in the UNDP–GEF Project Document, including spatial maps and baseline data to support monitoring and evaluation.

The site identification process will also ensure coherence with national and sub-national development and conservation frameworks, including the National Biodiversity Strategy and Action Plan (IBSAP),

spatial planning instruments, and relevant sectoral policies. Special attention will be given to ensuring that selected sites allow for meaningful engagement with local communities and Indigenous Peoples, facilitate inclusive governance arrangements, and provide opportunities for demonstrating sustainable financing and management models that can be replicated in other karst landscapes across Indonesia.

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).

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.

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.

During the PPG phase, a detailed assessment will be undertaken to determine the most appropriate project implementation and execution modality for the BIO-KARST project, in accordance with UNDP Programme and Operations Policies and Procedures (POPP), GEF policies, and fiduciary requirements. This assessment will consider institutional capacities, implementation risks, accountability arrangements, fiduciary controls, and the complexity of the proposed interventions, with the objective of ensuring effective project delivery, sound financial management, and strong oversight throughout the project lifecycle.

The appraisal will examine the respective roles, comparative advantages, and implementation capacities of UNDP and national counterparts, including the Ministry of Environment and Forestry and relevant subnational entities. It will also assess alignment with national coordination mechanisms, availability of technical expertise, and the ability to manage environmental and social safeguards in accordance with UNDP and GEF standards. Particular attention will be given to ensuring clear separation between oversight and execution functions, in line with GEF fiduciary principles, as well as to establishing arrangements that support transparency, accountability, and timely delivery of results.

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 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.

Other required studies

Given the limited duration and budget of the Project Preparation Grant, the PPG will focus on the minimum set of analyses required to ensure technical soundness, safeguards compliance, and

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

readiness for project implementation. In line with GEF guidance for Medium-Sized Projects, the PPG will not undertake extensive primary data collection or large-scale field surveys.

Instead, the PPG will rely primarily on existing data, prior studies, national datasets, and targeted stakeholder consultations to inform project design. Any additional analytical work that is not essential for project appraisal and CEO endorsement—such as detailed socio-economic surveys, site-specific feasibility studies, or in-depth vulnerability assessments—will be programmed as part of Year 1 implementation activities under the full project.

This approach ensures that:

- The PPG remains focused on design quality, safeguards compliance, and implementation readiness;
- Resources are used efficiently and proportionately to the MSP scale;
- Detailed studies are conducted at the appropriate stage, when implementation structures, financing, and field presence are in place.

Where relevant, the need for such studies will be reflected in the Project Document as early implementation outputs, particularly under components related to baseline establishment, adaptive management, and monitoring and evaluation.

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

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

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

Stakeholder Engagement Plan:

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

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

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.

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.

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.

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.

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.

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.

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. This will include analysis of implementing arrangements and possible responsible parties and their capacities.

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.

IV. TOTAL BUDGET AND WORK PLAN FOR GEF PPG

Quantum Project ID:	1005367	**Project Title:**	PPG GEF BIO KARST (Biodiversity and Inclusive Governance for Resilient Karst Ecosystems and Community Livelihoods)
Quantum Award ID:	1537472	**Award Title:**	PPG GEF BIO KARST
Business Unit:	UNDP-IDN		
PIMS number:	10325		
Implementing Partner:	UNDP		

GEF Outcome/Quantum Activity	Responsible Party	Fund ID	Donor Name	Quantum Budgetary Account Code	QUANTUM Budget Description	Amount US$	Budget 2026 US$	Budget Notes
Project preparation grant to finalize the UNDP-GEF project document for project *"Biodiversity and Inclusive Governance for Resilient Karst Ecosystems and Community Livelihoods"*	**UNDP**	**62000**	**GEF TRUSTEE**	71200	International Consultants	59,500	59,500	1
				71300	Local Consultants	25,500	25,500	2
				71400	Contractual Services - Individual	14,325	14,325	3
				71600	Travel	18,675	18,675	4
				74200	Audio Visual & Print Prod	100	100	5
				75700	Trainings, workshops	31,900	31,900	6
					PROJECT TOTAL	**150,000**	**150,000**	

Budget Note No.	Budget Note
1	International consultants will be recruited for the assignment as follows: 1. Project Development Specialist/PPG Team Leader @$700/day for 60 days = US$ 42,000 (contract duration till Dec 2026, all-inclusive with flight ticket to Indonesia for maximum two missions (field mission & validation workshop, travel insurance and visa on arrival). 2. Social and Environmental Safeguard Specialist @US$700/day for 25 days = US$ 17,500 (contract duration till Dec 2026, all-inclusive with flight ticket to Indonesia 1 (one) missions (field mission to project location), travel insurance and visa on arrival. **Total: US$ 59,500**
2	National consultants will be recruited for the following assignment: 1. Senior Specialist in Biodiversity and Landscape Governance @US$250/day for 50 days = US$ 12,500 (contract duration till Dec 2026) 2. Senior Specialist in Community Development & Social Inclusion @250/day for 40 days = US$ 10,000

	3. Support Specialist in Karst Ecosystem Conservation @45/day for 40 days = US$ 1,800 4. Support Specialist in Geographic Information System (GIS) @60/day for 20 days = US$ 1,200 **Total: US$ 25,500**
3	Part time NPSA 4 (35% LOE) for managing the PPG fund in Quantum and PIMS which is accessible only for UNDP contract holder. The scope of work will include provision of meeting/workshops arrangement, travel, and payment processes. Estimated proforma cost is $13,500 per annum. Part time NPSA 9 Technical Analyst (20% LOE) for providing technical coordination, consolidation of inputs, and support to PPG documentation and procurement processes that cannot be undertaken by junior staff. Estimated proforma cost is $48,000 per annum. **Total: US$ 14,325**
4	Travel to potential project sites for baseline development and stakeholder consultation. **Total: US$ 18,675**
5	Translation cost for related data and information of project baseline. **Total: US$ 100**
6	Meetings and workshops at national and project sites which include following indicative events, but not limited to: • Inception Workshop of PPG • Workshop on defining and analysing project development challenges, Theory of Change, FPIC, strategic results frameworks, policy intervention • Development of gender and social inclusion action plan • Focus group discussions on sustainable wildlife tourism, business plan development, social marketing strategy, livelihood strategy of the local community, etc. • Validation workshop(s) **Total: US$ 31,900**

V. GEF PPG ACTIVITIES TIMEFRAME AND BUDGET

PPG Activity	Budget $	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26
Hiring process of PPG Team	-												
Request for ASL	-												
Kick-off Meeting (online)	-												
Inception Workshop (in country)	6,000												
Component A: Technical studies - field based and desktop reviews including conducting the SESP analysis, development of SES management plans, development of the ESMF, and the development of the Stakeholder engagement plan	45,000												
Component B: ProDoc formulation (Completion of SESP, ESMF and Stakeholder engagement)	84,000												
Negotiate and collect co-financing letters from Governments and potential partners (non-government)													
Project RRF, ToC & TBWP for RTA/RTS review													
Project RRF, ToC & TBWP for HQ internal review													
Component C: Validation Workshop	15,000												
Delivery of final outputs	-												
Draft ProDoc, CEO ER and Annexes for RTA/RTS review													
Draft ProDoc, CEO ER and Annexes for UNDP review													
PPG Submission for internal clearances													
First GEF submission													
Planned GEF STAP Review													
GEF CEO Endorsement													
TOTAL	**150,000**												

VI. MANDATORY ANNEXES

Annex 1: GEF CEO PIF/PPG Approval Letter



M.Sc. Carlos Manuel Rodriguez
CEO and Chairperson

December 18, 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:	12003
Agency(ies):	UNDP
Agency ID:	10325 - UNDP
Focal Area:	Biodiversity
Project Type:	Medium-sized Project
Country(ies):	Indonesia
Name of Project:	Biodiversity and Inclusive Governance for Resilience Karst Ecosystem and Community Livelihood (BIO-KARST)
Indicative GEF Project Financing:	$4,416,210
Indicative Agency Fee:	$419,540
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	4,416,210	83,908	209,770	125,862	419,540	4,835,750
Total		**4,416,210**	**83,908**	**209,770**	**125,862**	**419,540**	**4,835,750**

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

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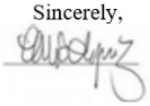
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Ms. Bennet

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,



M. Sc. Carlos Manuel Rodriguez
Chief Executive Officer and Chairperson

Copy to: Country Operational Focal Point(s), Trustee

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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 1: International Project Development Specialist (PPG Team Leader) **Type:** IC **Daily cost per person:** US$ 700 **Number of person-days needed:** 60 days	***Role*** *The PPG Team Leader will be responsible for quality assurance and timely preparation of all reports and documentation, including the finalized UNDP GEF Project Document (ProDoc) and CEO Endorsement Request, with all mandatory and project specific Annexes and supporting documentation. The PPG Team Leader will also ensure coordination between government IP, proposed responsible parties, GEF OFP, UNDP, Private Sector and other multi-lateral co-financiers of the project, including knowledge management and M & E. S/he will be responsible for managing all consultants on the GEF PPG Team as well as coordinating the Team's work.* *The Team Leader will guide the integration of technical, safeguards, and policy inputs, ensure coherence across project components, and oversee the timely delivery of all PPG outputs for submission to the GEF.* ***Responsibilities and Deliverables*** *1) Management of the GEF PPG Team* *a. Define and submit a detailed methodology and work plan in consultation with the other consultants with clear delegation of responsibilities for the International Consultant (IC) and National Consultants (NCs);* • *Create and maintain reporting lines in close collaboration with Programme Officer and RTS/RTA;* • *Ensure that project development is participatory, socially inclusive and gender-responsive and based on extensive stakeholder engagements.* • *Verify and ensure that all project components are technically sound and cost effective.* • *Engage closely with the Bangkok Regional Hub as well as BRH to ensure alignment with regional programmatic priorities including UNDP's Nature Pledge* • *Support the development, review and finalization of national and international consultant TORs as required to ensure the effectiveness of their roles and deliverables with the preparation of the Project Documents and their recruitment as necessary.* • *Identify and propose additional studies as required and assign to the PPG Team Members their respective contributions.* • *Identify the interface between priorities and strategic actions can be aligned with the project's strategy and UNDP's Nature Pledge's three shifts.* • *Populate a shared online folder with the respective project documentation and maintain updated versions of the documents at the various stages of the project development cycle, including the work plan as per 1a.* *2) Preparatory Technical Studies and Reviews (Component A): With inputs from the national consultants, as detailed in their respective TORs:* *a. Compile baseline/situational analysis for the full-size project (FSP). This will include a precise definition of baseline projects, activities, budgets, goals and co-financial links to GEF outcomes; definition of GEF incremental value per*

Position, Type, and Cost	Role, Deliverables and Qualifications
	outcome and output; and presentation of results of the incremental cost-analysis in matrices as appropriate; *b. Apply the designated four-step Nature Pledge methodology to identify the interface between the proposed project and the shifts and targets of the UNDP's Nature Pledge with the purpose of project alignment;* *c. A stocktaking of all baseline projects, their geographical spread, financing and technical capacities to maximize synergies in institutional, operational and technical areas;* *d. Lead and oversee the stakeholder analysis and consultations, with support from national consultants, and ensure that they are complete and comprehensive including consultations with the private sector and any other associations and bodies deemed relevant to the project objectives;* *e. Ensure the preparation of the social and gender analysis and ensure its findings are meaningfully integrated into the project's strategy, theory of change, SESP, and results framework;* *f. Ensure action points, including risk assessments, from any SES pre-screening and the PISC process (prepared at the concept note stage) are fully implemented during the PPG, and update that screening in an iterative process throughout the PPG, and as appropriate;* *g. Conduct and oversee the identification of the project sites, including in a wider landscape context, with documentation of selection criteria and making sure that geo-referenced data and maps are clearly presented both for targeted protected areas and broader landscapes, as applicable;* *h. Oversee the consultations with partners regarding financial planning including co-financing and investment mobilized and deliver in the necessary format;* *i. Ensure the design of appropriate project knowledge management processes and platforms, ensuring appropriate linkages to existing mechanisms and knowledge sharing in project landscapes;* *j. Lead and oversee the identification of opportunities for private sector engagement and co-financing;* *k. Ensure the preparation of partner capacity assessments and discussions on management arrangements early in the PPG process;* *l. Ensure the preparation of partner capacity assessments and discussions on management arrangements early in the PPG process;* *m. Ensure and oversee the preparation of project-level Grievance Redress Mechanism (GRM) in direct collaboration with the SES specialists; Ensure completion of any additional studies that are determined to be needed for the preparation of the ProDoc and all other final outputs* *n. Ensure completion of any additional studies that are determined to be needed for the preparation of the ProDoc and all other final outputs.* *3) <u>Formulation of the ProDoc, CEO Endorsement Request and Mandatory and Project Specific Annexes (Component B)</u>: With inputs from the national consultants, as detailed in their respective TORs, and based on international best practice:* *a. Develop, present and articulate the project's theory of change, including problem and solution trees developed in consultation with project stakeholders, specifically considering GEF STAP guidance and specific Concept Note and GEF Lead Agency guidance (The World Bank) level*

Position, Type, and Cost	Role, Deliverables and Qualifications
	comments on this; Develop the Results Framework in line with UNDP-GEF policy; *b. Develop a detailed Monitoring and Evaluation Plan and Budget;* *c. Oversee and ensure the preparation of a Socially Inclusive and Gender Responsive Comprehensive Stakeholder Engagement Plan;* *d. Oversee and ensure the preparation of a Gender Action Plan and Budget;* *e. Oversee and ensure the preparation of an Indigenous Peoples Plan and Budget, if and as necessary;* *f. Oversee and ensure the updating of the SESP related documentation based on assessments undertaken during Component A, and ensure the development of required environmental and/or social management plan(s) as required;* *g. Oversee and ensure appropriate incorporation of the project-level Grievance Redress Mechanism (GRM) in the ProDoc and annexes in collaboration with the SES specialists;* *h. Work with the UNDP Country Office to select indicators for the respective outcomes of the UNDP Strategic Plan Integrated Results and Resources Framework (IRRF) as necessary;* *i. Complete the risk register and update any SESP related documentation based on assessments undertaken under Component A;* *j. Oversee the preparation of the required GEF tracking tools (as required) and GEF Core Indicators and ensure these are supported by robust and validated data;* *k. Formulate a partnership plan, the learning plan and impact monitoring for the project* *l. Develop a detailed knowledge management and communication strategy;* *m. Secure all co-financing letters;* *n. Prepare Total Budget and Work Plan (TBWP) and Indicative Procurement Plan Secure and present agreements on project execution and management arrangements and ensure that the project aligns to UNDP-GEF guidance on UNDP execution support;* *o. Ensure the completion of the required official endorsement letters; and* *p. Synthesize all analyses, studies, etc. that are prepared under Components A and B to produce the draft UNDP-GEF ProDoc, GEF CEO Endorsement, and all mandatory and project specific Annexes, using the templates.* *q. Support the resolving of comments and address all feedback as necessary until final GEF CEO Endorsement.* *4) <u>Validation Workshop (Component C)</u>:* *a. Lead the validation workshop to present, discuss and validate the final draft ProDoc and mandatory and project specific annexes, with a special focus on the SESP and any management plans;* *b. Oversee all necessary revisions that arise during the workshop; and* *c. Ensure completion of Validation Workshop Report.* *5) <u>Final Deliverables</u>:* *a. Consolidation of all technical and consultation inputs and comments including from national stakeholders, UNDP, GEF Secretariat, STAP and GEF Council, into a well written and concise UNDP ProDoc with all required sections and Annexes, in line with the standard UNDP-GEF ProDoc template and annotated guidance;*

Position, Type, and Cost	Role, Deliverables and Qualifications
	b. Completion of the GEF CEO Endorsement Request; *c. Finalized SESP (and SES management plans as required);* *d. All documentation from GEF PPG (including technical reports, meeting minutes, etc.); and* *e. Validation Workshop Report.* ***Qualifications*** ▪ *Master's degree or higher in environmental management, biodiversity conservation, natural resource management, sustainable development, or a related field;* ▪ *Minimum 10 years of demonstrable experience in biodiversity conservation, landscape or ecosystem management, and in preparing high-quality project documents, particularly for UNDP- and GEF-funded projects;* ▪ *Demonstrated understanding of GEF rationale, policies, and procedures, with proven experience in the formulation of GEF-funded project proposals using results-based management and logical framework approaches;* ▪ *Strong knowledge of biodiversity policy frameworks, including the Convention on Biological Diversity and landscape-based conservation approaches;* ▪ *Experience working in developing country contexts, preferably in Asia or Indonesia, on biodiversity, conservation, or environmental governance initiatives, is highly desirable;* ▪ *Excellent written and oral communication skills in English.*
<u>Consultant 2:</u> *Social and Environmental Safeguard Specialist* **Type:** IC **Daily cost per person:** US$ 700 **Number of person-days needed:** 25 days	***Role*** *The Social and Environmental Safeguard (SES) Specialist will support the Project Preparation Grant (PPG) Team Leader to conduct the necessary assessments to identify potential environmental and social risks, and ways to avoid negative environmental and social impacts where possible, and where risk avoidance is not possible, to identify appropriate mitigation and management measures, in line with the UNDP Social and Environmental Standards. The SES specialist will develop SES related document which will contribute to the full project document In performing her/his role, s/he will be working together with the national consultant, namely the Senior Specialist in Safeguard, Gender & Social Inclusion. S/he will liaise with the relevant UNDP Safeguard and Gender focal point at Country Office, regionally and globally during the development of the SES-related.* ***Deliverables*** *1) <u>Preparatory Technical Studies and Reviews (Component A): Prepare inputs and support the required analyses/studies, as agreed with the GEF PPG Team Leader, including:</u>* *a. Review the SES pre-screening of the PIF; complete the UNDP Social and Environmental Screening Procedure (SESP), and support the detailed assessment of all project risks including consultations with local stakeholders;* *b. Assess presence of Indigenous Peoples/ethnic minorities within project landscapes and their interests. If present, assess potential impacts of the project on rights and interests, lands, territories, resources, and traditional livelihoods and determine when FPIC applies in accordance with national contexts and preferences. Conduct consultations with communities at demonstration landscape to assess level of understanding and capacity to give consent and identify community preferences for FPIC process. Based on these assessments, and if relevant, integrate relevant matters as needed*

Position, Type, and Cost	Role, Deliverables and Qualifications
	including FPIC into project design and into the comprehensive Stakeholder Engagement Plan; *c. Support the completion of any additional analysis that are determined to be needed for the preparation of the ProDoc as guided by the PPG Team Leader.* *2) <u>Formulation of the ProDoc, CEO Endorsement Request and Mandatory Annexes as well as project specific annexes (Component B):</u>* *a. Complete the SESP, based on assessments undertaken during Component A and detailed development of project interventions, and identify management measures to mitigate risks to be incorporated into the ProDoc;* *b. Provide inputs for the development of the Stakeholder Engagement Plan to ensure it is Socially Inclusive and Gender Responsive;* *c. Support the agreements on project management arrangements and ensure that safeguard is adequately incorporated into these arrangements.* *3) <u>Validation Workshop (Component C):</u>* *a. Contribute to the validation workshop; and* *b. Support all necessary revisions that arise during the workshop, as appropriate.* *c. Contribute to the workshop reports in the context of the technical area* *d. Assist the PPG Team Leader to address comments in the GEF Review Sheets elaborated in full detail and addressing all comments from GEF Secretariat in respective documentation.* *4) <u>Deliverables:</u>* *a. Social and Environmental Screening Procedure (SESP) screening report* *b. Environmental and Social Management Framework outlining the steps that will be followed during the Project Inception Phase, namely the completion of an Environmental Social Impact Assessment (ESIA), an Environmental and Social Management Plan (ESMP), including an Indigenous Peoples Plan, and standalone plans as required, including budgets.* *c. Project Risk Register* *d. Appropriate inputs to the comprehensive Stakeholder Engagement Plan including on gender-responsive consultation and consultations with local communities and any Indigenous Peoples or Ethnic Minorities present within the demonstration landscape.* ***Qualifications*** ▪ *Master's degree or higher in a relevant field, such as gender studies, gender and development, women and environment, or women and sustainable development;* ▪ *Minimum 7 years of demonstrable experience in the technical area of gender mainstreaming, community development, and social and environmental safeguards risk assessment and mitigation;* ▪ *Prior experience in the safeguards assessments and processes of international organizations and donors, such as World Bank, UNDP, etc;* ▪ *Demonstrated understanding of the links between sustainable development, social and gender issues;* ▪ *Demonstrated experience working on policy and programmatic issues with national and local governments and civil society organizations including community organizations;*

Position, Type, and Cost	Role, Deliverables and Qualifications
	▪ *Demonstrated experience in carrying out consultations with Indigenous Peoples, FPIC, protection of cultural heritage, and/or community engagement is highly desired;* ▪ *Experience with project development and results-based management methodologies is highly desired;* ▪ *Excellent analytical, writing, advocacy, presentation, and communications skills are required; and* ▪ *Excellent written and oral communication skills in English.* ▪ *Sound level of computer proficiency, including use of professional office software packages (Microsoft Office).*
<u>Consultant 3:</u> *Senior Specialist in Biodiversity and Landscape Governance* **Type:** NC **Daily cost per person:** US$ 250 **Number of person-days needed:** 50 days	***Role:*** *The Senior Specialist in Biodiversity and Landscape Governance will provide senior-level technical expertise to support the preparation of the UNDP–GEF BIO-KARST Project Document and associated annexes during the Project Preparation Grant (PPG) phase. The Specialist will contribute to the design of integrated, landscape-based biodiversity governance approaches, ensuring that the project is scientifically sound, policy-relevant, and aligned with national priorities and GEF-8 programming directions.* *The Specialist will work under the overall guidance of the PPG Team Leader and in close coordination with UNDP, relevant government counterparts, and other PPG consultants. The role is advisory and analytical in nature and does not involve project implementation or operational management.* ***Responsibilities and Deliverables:*** *Under the supervision of the PPG Team Leader, the Senior Specialist will be responsible for the following:* ***Technical and Strategic Inputs*** • *Provide expert inputs on biodiversity conservation and landscape governance, with particular attention to karst and non-karst land-use interfaces, multi-functional landscapes, and cross-sectoral governance challenges.* • *Contribute to the refinement of the project's Theory of Change, ensuring that biodiversity and governance interventions are coherent, evidence-based, and aligned with landscape-level realities.* • *Support the justification and refinement of selected priority project landscapes, including ecological, governance, and institutional considerations.* • *Provide technical inputs to the Results Framework, particularly indicators related to biodiversity outcomes, landscape management, and enabling conditions.* ***Project Design and Documentation*** • *Contribute to the drafting and review of the UNDP–GEF Project Document, including technical sections related to biodiversity, ecosystems, and landscape management.* • *Support the preparation of relevant annexes, including inputs to:* ○ *Baseline and problem analysis* ○ *Project strategy and components*

Position, Type, and Cost	Role, Deliverables and Qualifications
	○ *Sustainability and scaling considerations* ○ *Risk identification and mitigation measures* ***Policy and Governance Support*** • *Provide analytical inputs on policy coherence, institutional roles, and coordination mechanisms relevant to biodiversity and landscape governance at national and subnational levels.* • *Support identification of governance barriers and opportunities affecting effective management of biodiversity within karst-dominated landscapes.* • *Contribute to the design of governance-related project interventions, including coordination platforms and policy support mechanisms.* ***Safeguards and Standards Support*** • *Provide technical inputs to the Social and Environmental Screening Procedure (SESP) and related safeguards instruments, as relevant to biodiversity and ecosystem impacts.* • *Support the identification of potential environmental risks and mitigation measures related to karst ecosystems, conservation interventions, and land-use practices.* • *Ensure alignment with UNDP Social and Environmental Standards (SES) and relevant GEF policies.* ***Coordination and Quality Assurance*** • *Coordinate closely with the PPG Team Leader, Safeguards/Gender Specialist, and UNDP technical team to ensure coherence and consistency across all PPG outputs.* • *Participate in technical consultations, validation meetings, and review sessions as required.* • *Provide written technical inputs and revisions in response to feedback from UNDP, the RTA, and the GEF Secretariat.* ***Deliverables*** 1. *Technical inputs to the ProDoc sections related to biodiversity, karst ecosystems, and landscape governance* 2. *Contributions to the Results Framework and indicators* 3. *Inputs to safeguards documentation and risk analysis* 4. *Written technical notes or sections as required by the PPG Team Leader* 5. *Participation in validation workshop(s) and incorporation of feedback* ***Qualifications:*** • *Advanced university degree (Master's or higher) in biodiversity conservation, ecology, environmental science, natural resource management, or a related field.* • *Minimum 5 (five) years of professional experience in biodiversity conservation, ecosystem management, or landscape-based natural resource management.* • *Demonstrated experience working on landscape-based or ecosystem-level initiatives, preferably in Indonesia.* • *Prior experience contributing to GEF- or UNDP-funded project formulation is a strong advantage.* • *Familiarity with national biodiversity, conservation, and land-use policy frameworks.*

Position, Type, and Cost	Role, Deliverables and Qualifications
	• *Strong understanding of biodiversity policy frameworks, including the Convention on Biological Diversity (CBD), Kunming–Montreal Global Biodiversity Framework, and national biodiversity strategies.* • *Experience working with government agencies, research institutions, and development partners in Indonesia or similar contexts.* • *Excellent analytical, writing, and communication skills in English.* • *Ability to work effectively in multidisciplinary teams and within tight timelines.*
<u>Consultant 4:</u> *Senior Specialist in Community Development & Social Inclusion* **Type:** NC **Daily cost per person:** US$ 250 **Number of person-days needed:** 40 days	***Role:*** *The Senior Specialist in Governance, Policy and Institutional Coordination will provide technical expertise to support the design of institutional, policy, and coordination arrangements for the BIO-KARST project during the Project Preparation Grant (PPG) phase. The Specialist will contribute to ensuring that the project is aligned with national and subnational policy frameworks, institutional mandates, and coordination mechanisms relevant to biodiversity conservation, karst ecosystem management, and sustainable development.* *The Specialist will work under the overall guidance of the PPG Team Leader and in close coordination with UNDP, relevant government counterparts, and other PPG consultants. The role is advisory in nature and focused on project preparation; it does not include implementation or operational responsibilities.* ***Responsibilities and Deliverables:*** *Under the supervision of the PPG Team Leader, the Senior Specialist will be responsible for the following:* ***Policy and Institutional Analysis*** • *Review and analyze relevant national and subnational policies, regulations, and strategies related to biodiversity conservation, karst management, spatial planning, and sustainable land use.* • *Assess institutional mandates, coordination mechanisms, and roles of key government agencies involved in karst ecosystem management, including national and subnational entities.* • *Identify policy gaps, overlaps, and implementation bottlenecks relevant to effective governance of karst landscapes.* ***Project Design Support*** • *Provide technical inputs to the project's Theory of Change, ensuring coherence with national policy frameworks and institutional realities.* • *Support the formulation of project components and outputs related to governance, policy strengthening, and institutional coordination.* • *Contribute to the development of the Results Framework, particularly indicators related to governance, enabling conditions, and institutional capacity.* ***Implementation and Coordination Arrangements*** • *Support the assessment and design of project implementation and coordination mechanisms, including roles of line ministries, subnational governments, and other stakeholders.* • *Provide inputs to the project management and governance arrangements, ensuring alignment with UNDP POPP and GEF fiduciary requirements.*

Position, Type, and Cost	Role, Deliverables and Qualifications
	• *Contribute to the identification of coordination platforms or mechanisms to support inter-sectoral collaboration.* ***Stakeholder Engagement and Validation*** • *Support stakeholder consultations related to governance, policy coherence, and institutional coordination.* • *Provide inputs to the Stakeholder Engagement Plan, particularly in relation to government coordination and policy-level stakeholders.* • *Participate in technical meetings and the project validation workshop as required.* ***Deliverables*** 1. *Technical inputs to social, gender, and community-related sections of the ProDoc and annexes* 2. *Contributions to Stakeholder Engagement Plan and Gender Action Plan* 3. *Inputs to safeguards documentation related to social risks and mitigation* 4. *Participation in validation and incorporation of feedback.* ***Qualifications:*** • *Advanced university degree (Master's or higher) in social sciences, development studies, anthropology, gender studies, environmental governance, or a related field.* • *Minimum 7 (seven) years of professional experience in community development, social inclusion, gender mainstreaming, or Indigenous Peoples engagement, preferably in environment, biodiversity, or natural resource management contexts.* • *Demonstrated experience working with local communities, CSOs, and government institutions in Indonesia.* • *Familiarity with UNDP Social and Environmental Standards (SES), gender policy, and stakeholder engagement practices is a strong advantage.* • *Experience contributing to GEF- or UNDP-supported project design is highly desirable.* • *Strong analytical, writing, facilitation, and communication skills.* • *Ability to work effectively in multidisciplinary teams and under time constraints.* • *Fluency in Bahasa Indonesia and working proficiency in English are required.*
<u>Consultant 5:</u> *Support Specialist in Karst Ecosystem Conservation* **Type:** NC **Daily cost per person:** US$ 45 **Number of person-days needed:** 40 days	***Role:*** *The Support Specialist in Karst Ecosystem Conservation will provide technical and analytical support to the BIO-KARST Project Preparation Grant (PPG) by assisting in the compilation, analysis, and documentation of information related to karst ecosystems and biodiversity conservation. The Specialist will support senior consultants and the PPG Team Leader in ensuring that karst-related technical inputs are accurately reflected in the UNDP–GEF Project Document and associated annexes.* *The role is technical support in nature and is limited to project preparation activities; it does not include project implementation or operational responsibilities.* ***Responsibilities and Deliverables:*** • *Under the supervision of the PPG Team Leader and in coordination with relevant senior specialists, the Support Specialist will undertake the following tasks:*

Position, Type, and Cost	Role, Deliverables and Qualifications
	• *Assist in compiling and reviewing existing data, studies, and references related to karst ecosystems, limestone landscapes, and associated biodiversity.* • *Support preparation of technical inputs for the baseline and problem analysis sections of the Project Document.* • *Assist in documenting key threats, pressures, and management challenges affecting karst ecosystems in selected project landscapes.* • *Support preparation of maps, tables, and summaries related to karst ecosystems and conservation interventions, based on available data.* • *Provide inputs to technical annexes and background notes as required.* • *Support organization and documentation of technical consultations and validation meetings, as needed.* ***Deliverables*** • *Technical inputs and summaries related to karst ecosystem conservation* • *Supporting documentation for ProDoc sections and annexes* • *Contributions to technical notes and background materials* ***Qualifications*** • *Bachelor's degree in environmental science, ecology, natural resource management, geography, or a related field.* • *Minimum one (1) year of relevant professional experience in environmental conservation, biodiversity, or natural resource–related work.* • *Basic knowledge of karst ecosystems or limestone landscapes is an advantage.* • *Ability to conduct desk-based research and prepare technical summaries.* • *Good written and verbal communication skills.* • *Fluency in English is an advantage.*
<u>Consultant 6:</u> *Support Specialist in in Geographic Information System (GIS)* **Type:** NC **Daily cost per person:** US$ 60 **Number of person-days needed:** 20 days	***Role:*** *The Support Specialist in Geographic Information System (GIS) will provide technical GIS and spatial analysis support to the BIO-KARST Project Preparation Grant (PPG). The Specialist will support the preparation, validation, and visualization of spatial data related to karst ecosystems, biodiversity values, land use, and proposed project intervention areas, to inform the UNDP–GEF Project Document and its annexes.* *The role is technical and analytical in nature and is limited to project preparation activities; it does not include project implementation or operational responsibilities.* ***Responsibilities and Deliverables*** *Under the supervision of the PPG Team Leader and in coordination with relevant senior specialists, the Support Specialist will undertake the following tasks:* • *Compile, process, and organize available spatial datasets relevant to karst ecosystems, biodiversity, land use, administrative boundaries, and conservation areas.* • *Support preparation of maps and spatial analyses to inform project site identification, baseline description, and intervention planning.* • *Assist in validating spatial data through desk-based review and coordination with relevant technical sources.* • *Prepare clear and publication-ready maps, figures, and spatial outputs for inclusion in the Project Document and annexes.* • *Support documentation of spatial assumptions, data sources, and limitations.*

Position, Type, and Cost	Role, Deliverables and Qualifications
	• *Provide GIS-related inputs during technical consultations and the validation workshop, as required.* ***Deliverables*** • *GIS maps and spatial outputs for the UNDP–GEF Project Document and annexes* • *Spatial data files and documentation of data sources and assumptions* • *Technical inputs supporting site selection and baseline analysis* ***Qualifications*** • *Bachelor's degree in geography, geomatics, environmental science, spatial planning, or a related field.* • *Minimum two (2) years of experience in GIS and spatial data analysis.* • *Proficiency in standard GIS software (e.g. ArcGIS, QGIS).* • *Experience working with environmental, land-use, or biodiversity-related spatial data is an advantage.* • *Ability to produce clear and accurate maps and spatial visualizations.* • *Working knowledge of English is an advantage.*
Technical Analyst (Part-Time – 20%) **Type**: National Personnel Service Agreement (NPSA-9) **Annual proforma cost**: US$ 48,000 **Services duration**: during PPG implementation period (Feb-Dec 2026)	***Role:*** *The Technical Analyst will provide specialized technical and coordination support to the BIO-KARST Project Preparation Grant (PPG) to ensure timely, high-quality preparation of the UNDP–GEF Project Document and associated annexes. The position supports the PPG Team Leader by consolidating technical inputs, facilitating coordination across consultants and stakeholders, and ensuring completeness and consistency of technical documentation.* *The role is strictly limited to project preparation support and does not involve project implementation, financial decision-making, or oversight functions.* ***Responsibilities:*** *Under the overall supervision of the PPG Team Leader and in close coordination with the UNDP Programme Analyst, the Technical Analyst will perform the following functions:* ***A. Technical Coordination and Documentation*** • *Support consolidation of technical inputs from consultants (biodiversity, safeguards, governance, finance).* • *Assist in structuring and reviewing technical sections of the UNDP–GEF Project Document and annexes.* • *Ensure internal consistency across the Theory of Change, Results Framework, risk matrix, and implementation arrangements.* • *Support quality control of technical deliverables prior to submission to UNDP and the RTA.* ***B. Support to Project Design and Analysis*** • *Assist in compiling background analyses, policy references, and supporting documentation relevant to biodiversity and karst ecosystem management.* • *Support alignment of project design with GEF-8 priorities, UNDP POPP, and national policy frameworks.*

Position, Type, and Cost	Role, Deliverables and Qualifications
	• *Assist in the preparation of inputs related to implementation arrangements, institutional roles, and coordination mechanisms.* ***C. Coordination and Process Support*** • *Support coordination among consultants, government counterparts, and UNDP technical teams.* • *Assist in organizing technical meetings, consultations, and review sessions.* • *Support documentation of technical discussions and follow-up actions.* ***D. Procurement and Administrative Support (Technical Inputs Only)*** • *Provide technical inputs to TORs, procurement packages, and consultant deliverables as required.* • *Support tracking of consultant outputs and timelines.* • *Assist in compiling documentation required for internal reviews and clearance processes.* ***E. Deliverables*** • *Technical inputs to the UNDP–GEF Project Document and annexes* • *Consolidated inputs to the Results Framework and risk analysis* • *Documentation of technical consultations and reviews* • *Support to finalization of CEO Endorsement package* ***Qualifications:*** ***Education*** • *Master's degree or higher in environmental management, biodiversity conservation, natural resource management, development studies, or a related field.* ***Professional Experience*** • *Minimum 7 (seven) years of relevant professional experience in environmental governance, biodiversity, or development project design.* • *Proven experience supporting GEF- or UNDP-funded project formulation is highly desirable.* • *Experience working on biodiversity conservation, ecosystem management, or landscape-based projects is an advantage.* • *Familiarity with UNDP project development processes and GEF requirements is strongly preferred.* ***Skills and Competencies*** • *Strong analytical and technical writing skills.* • *Ability to synthesize complex technical inputs into structured project documentation.* • *Strong coordination and communication skills.* • *Ability to work effectively with multidisciplinary teams and multiple stakeholders.* • *High attention to detail and ability to work under time constraints.* ***Language Requirements*** • *Fluency in written and spoken English is required.*

Position, Type, and Cost	Role, Deliverables and Qualifications
Project Assistant (Part-Time – 35%) **Type**: National Personnel Service Agreement (NPSA-4) **Annual proforma cost**: US$ 13,500 **Services duration**: during PPG implementation period (Feb – Dec 2026)	***Roles**:* *The Project Assistant will provide technical and administrative support to the PPG team to identify and engage with relevant stakeholders including government Ministries and other non-government stakeholders; provide logistics support for the coordination of the PPG team and the organization of workshops and meetings; and support data and information collection and dissemination to appropriate PPG consultants.* ***Key Tasks:*** 1) *Assist UNDP Indonesia in overseeing the process of project preparation;* 2) *Provide coordination support to ensure adherence to the PPG work plan, and to ensure the timely delivery of PPG inputs from individual consultants;* 3) *Ensure documentation of key workshops and consultation meetings, including preparation of PPG inception and validation meeting reports and collation of lists of stakeholders consulted by the PPG team;* 4) *Assist in the gathering/collection/review/analysis of all relevant information needed;* 5) *Assist in the coordination, preparation, conduct and follow-up of meetings, workshops and consultations, including liaison with government;* 6) *Work closely with PPG consultants and UNDP Indonesia in the preparation of the Project Document and Annexes;* 7) *Any other inputs as determined by the International Project Development Specialist and/or UNDP.* ***Qualifications**:* • *Bachelor's Degree in a relevant field, such as natural resources management, biodiversity conservation, international development, and/or environmental policy and planning;* • *Minimum 5 years of demonstrable experience in supporting project development and implementation;* • *Fluency in written and spoken English*