



**INITIATION PLAN TEMPLATE
FOR A GEF PROJECT PREPARATION GRANT (PPG)**

Project Title: Combating Poaching and the Illegal Wildlife Trade in Kenya Through an Integrated Approach
Country: Kenya

UNDAF Outcome: 4.1: Policy and Legal Frameworks: By 2016, Kenya has robust policies and legal frameworks linking issues of environmental sustainability, climate change and sustainable land management to human security and resilience therefore requiring an integrated and coordinated response to all phases.

UNDP Strategic Plan Outputs: 3.1 GoK has adequate capacity to develop evidence-based and coherent policy responses to the inter-linked challenges of environmental sustainability, land and natural resource management and human security

Expected CPAP Outcome: N/A

Country Programme Period:	2014 - 2018
ATLAS Project Award:	00092183
ATLAS Project ID:	00096999
PIMS Project ID:	5468
Start Date:	February 2017
End Date:	December 2017
Management Arrangement:	DIM

Total budget:	\$100,000
Allocated resources:	
GEF	\$100,000

AGREED BY UNDP RESIDENT REPRESENTATIVE

Mr. Siddharth Chatterjee
UN Resident Coordinator and UNDP
Resident Representative

Signature

Date: day/month/year

28 Feb 2017



DLG

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I. Brief Description of Initiation Plan:

The objective of this Initiation Plan is to develop project “Combating Poaching and Illegal Wildlife Trafficking in Kenya Through an Integrated Approach” into a UNDP GEF Full Sized Project (FSP), ready for the endorsement of the GEF CEO, by making use of the Project Preparation Grant facility (PPG) provided by GEF. More specifically, the Initiation Plan serves to operationalise the PPG funding at UNDP’s level.

With short title “PIMS 5468 Kenya Wildlife Trade”, the project in question falls under the GEF-6 Programmatic Approach ‘Programme 3’. The Programme Framework Document (PFD) for it was approved as a package by the GEF Council in June 2015 and updated in July 2016 and bears the following title:

Global (Botswana, Cameroon, Congo Republic, Ethiopia, Gabon, Indonesia, India, Kenya, Mozambique, Tanzania, Zambia): Global Partnership on Wildlife Conservation and Crime Prevention for Sustainable Development (PROGRAM) (Lead Agency: World Bank, UNDP, UNEP, IUCN, WWF-US, ADB) (GEF ID 9071)¹
Link: https://www.thegef.org/gef/project_detail?projID=9071

To respond to the growing wildlife crisis and international call for action, the Global Environment Facility (GEF) in June 2015 launched the Global Wildlife Programme (GWP). Led by the World Bank, with UNDP as one of the core GEF agencies, the GWP is a \$131 million grant program designed to address wildlife crime across 19 countries in Africa and Asia. The GWP serves as a platform for international coordination, knowledge exchange, and delivering action on the ground. The GWP builds and strengthens partnerships by supporting collaboration amongst national projects, captures and disseminates lessons learned, and coordinates with implementing agencies and international donors to combat IWT globally. National projects within the GWP form an integral part of a community of practice that promotes the sharing of best practices and technical resources. Kenya is a national project under the GWP and during the first year of implementation of the global programme, Kenya already benefited from participation at two in person knowledge exchange events in Kenya and Vietnam in the second half of 2016. These and other events bring the GWP countries together to exchange experiences on various anti-poaching, anti-trafficking, and demand reduction issues. During project execution, Kenya will also have access to the documentation and materials produced during other virtual- and in-person meetings of relevance to the activities to be carried out in country. Mali is committed to engaging with GWP partners on joint efforts that will help with the project implementation, including issues related to human wildlife conflict and other technical areas.

The GWP is composed of several “child projects”, most of which are national. Projects are being prepared by different GEF agencies involved. UNDP has a key role to play in the programme, with a large number of child projects, and a global coordination project will be jointly implemented by UNDP and the WB. The Kenya Child Project Concept has a target GEF funding of \$3,826,605.

The objective of the PPG is to develop a full-sized project that aims to support the Government of Kenya to effectively address combating poaching and illegal wildlife trade (IWT) through a new IWT strategy, improvements of law enforcement capacity on the ground and sustainable landscape management in priority sites, including engaging in local communities. The project will be led by the Ministry of Environment and Natural Resources, and Kenya Wildlife Service (KWS), and implementation will involve a wide range of other government and research institutions, agencies, local government, CSOs, NGOs and local people.

UNDP Kenya, working closely with the UNDP-GEF unit based at the Regional Service Centre for Africa, will jointly lead the project development process and manage the PPG budget. The PPG Atlas budget is presented in Section III “Total Budget and Work Plan”. UNDP-GEF will recruit the leading International consultants, in collaboration with UNDP Kenya. UNDP Kenya will be responsible for the selection and recruitment of the remaining PPG consultants in consultation with the UNDP-GEF Regional Technical Adviser (RTA), developing TORs, arranging travel and meetings,

¹ The amount mentioned excludes PPG funds for the Child Projects.

maintaining project disbursements. Quality assurance and technical advice for the full project development will be provided by the UNDP GEF RTA at the Addis Ababa Regional Service Centre.

A PPG working group will be established to guide, review and endorse PPG outcomes. The Ministry of Environment, Water and Natural Resources will chair the Working Group, supported by KWS. Regular consultations (working meetings) will be carried out among key PPG stakeholders to ensure that the PPG phase delivers the full size project document in line with UNDP and GEF requirements.

In order to reach the stage of UNDP Project Document completion, project development includes a preparatory phase, which foresees the collection of information and gathering of useful data for project design, the validation of the indicative outcomes and outputs contained in the Child Project, the development of a full M&E plan including appropriate indicators with means of measurement, baselines and targets, and aligned with the indicators in the overall Programme Framework Document for the IWT programmatic approach, a participatory plan to involve communities as well as the identification of implementing partners and negotiation pertaining to implementation arrangements and co-financing.

During the initiation plan period, a number of studies and stakeholder consultations will be undertaken with a view to further developing the approved project concept (see GEF PIF attached in Annex 2) into a fully formulated project document. Two national consultants and three international consultants will be engaged through this PPG Initiation Plan, and are foreseen to be recruited beginning of 2016 and commence their work in early 2016. The UNDP-GEF RTA will support the process. In addition, a management consultancy company will be engaged to independently assess the capacity of CSOs that are candidate implementing partners in the full project.

The final FSP submission for CEO endorsement will be comprised of the following documents:

- A complete UNDP Project Document (**PRODOC**), fully validated by national counterparts and cleared by UNDP-GEF, both financially and technically – this is the main document, whereas the remainder documents are ancillary to the PRODOC;
- A **GEF CEO Endorsement Request**, using the appropriate template;
- **Co-financing letters** that should, as a minimum, sum-up the targeted amount foreseen in the original Child Project;
- **Tracking Tools** for the relevant GEF Focal Areas, in this case biodiversity and land degradation;
- An application of UNDP's Social and Environmental Screening Procedure (**SESP**) on the above documentation.
- An indicative **Procurement Plan** for project implementation
- A **gender** assessment: In the consultation process, a gender assessment will be incorporated reviewing the role of both females and males in the project development and implementation and potential impacts of the project on each gender group. A full stakeholder involvement plan and gender mainstreaming plan will be developed, specifying community engagement through the 4 project components. Mapping of the NGOs and CBOs present and working in the project sites will be conducted, with a view to determining their capacities for and key roles in project design and implementation.

II. Project preparation activities

PPG Activity 1: Review of current national capacity to combat illegal wildlife trade in Kenya

1.1 PPG Inception Workshop

- The Ministry of Environment, Water and Natural Resources will lead in the organization of a PPG inception workshop, aimed at bringing together key national stakeholders and present the project, its international context and need for engagement.
- During the workshop, participants will discuss expectations, roles, and responsibilities.
- PPG consultants will take note of views and results and continue to the stakeholder consultation, engagement and fact-finding work.

1.2 Comprehensive review of current capacity to combat wildlife crime in Kenya at national level

- Comprehensive review of implementation of Kenya's existing wildlife protection strategies, such as the National Ivory Action Plan and National Elephant Action Plan, to identify strategic and implementation gaps in order to inform the development and implementation of a National Strategy to Prevent Poaching and Illegal Wildlife Trade during the project. In particular the review should include:
 - Anti-trafficking and overlaps with transnational organized crime in addition to site-level / PA law enforcement capacity
 - Transboundary coordination capacity in relation to key PAs/sites (i.e. Serengeti-mara, Mkomazi-Tsavu)
 - Transboundary commitments and current stakeholders (i.e. Arusha Declaration, LATF, etc.)
 - Parliamentary engagement thus far (i.e. prior sub-committees, Env. Committee, and PCC-K)
 - Engagement with key non-governmental stakeholders involved in policy/legislative review and judicial/prosecutorial review
 - Assessment of local/county-level or "devolved" governance in relation to wildlife crime prevention and PA management capacities & stakeholders
- Review planned financial investments into implementing these strategies in order to assess resource gaps
- Completion of a National Assessment using [Wildlife and Forestry Crime Analytic Toolkit](#) developed by the International Consortium on Combating Wildlife Crime (ICWC)
- Incorporation of relevant findings of the ICWC toolkit as well as the 2014 "lifting the siege" internal taskforce review of KWS into a coherent national strategy to combat poaching and illegal wildlife trade
- Engage with the PCC-K co-chairs of the new parliamentary subcommittee wildlife management to define a process for effective oversight and engagement on wildlife issues by elected government officials.
- Review of Kenya's legal and policy framework for wildlife crime alongside current judicial responses to wildlife crime, linking to current moved to update the Wildlife policy, to identify misalignments and any gaps or loopholes where policies and legislation and/or judicial capacity need strengthening and to thereafter define possible KWS regulations, and propose possible amendments to the Wildlife Act – ensuring proper engagement with stakeholders (government agencies, parliament, and non-governmental) currently involved in these ongoing efforts
- Conduct needs assessments of key staff (i.e. relevant ministries and agencies including Kenya Wildlife Service, the police, Office of the Director of Public Prosecutions (ODPP), judiciary, customs, police, immigration, intelligence, etc.) in relation to IWT legislation, enforcement, intelligence, forensics human resources and operations management, and transboundary cooperation for enforcement
- Extensive consultation with national wildlife and general crime departments and agencies to determine the roles each one plays and conduct a gap analysis of current collective operations to tackle wildlife crime, and identify any areas of duplication of efforts.
- Examine links between wildlife crime and transnational organized crime/smuggling – and how key agencies and processes that handle ToC can become more incorporated into IWT strategy

- Assessment of current storage of wildlife crime information, including arrests, prosecutions, convictions, poaching rates etc and how data is reported by enforcement staff and community members
- Assess current storage of government stockpile of ivory and rhino horn for security and inventory management
- Use UNDP capacity assessment template to assess how the key implementing partner is fit for the purpose of accessing funds in a UNDP GEF national project for Kenya and for specifically playing a role as co-implementing partner (using UNDP's [POPP](#) language) in the proposed project.

1.3 Review of current effectiveness of law enforcement efforts in selected sites

- Prepare maps of elephant and rhino poaching data around the Laikipia-Samburu, Tsavo, Amboseli and Mara ecosystems (inside and outside PAs) in order to identify poaching hotspots; consult with key law enforcement staff to gain further insight into illegal activities
- Conduct capacity assessment of all law enforcement staff on the ground (rangers and game scouts from government, private or NGO), in terms of training needs, infrastructure and equipment, biodiversity monitoring and data gathering
- Conduct capacity assessment of crime scene management around selected sites
- Review local/county governance structures to understand how those impact wildlife crime prevention and PA management

1.4 Capacity assessment of site-level capacity to combat wildlife crime with a landscape approach

- Review maps prepared under Activity 1.3 with site managers and other NGOs and agencies working in the area in order to identify areas which will gain the greatest benefits from the project's investment into creation of conservancies
- Conduct extensive consultation with local stakeholders in identified areas in order to assess current investments from NGOs and other agencies, local use of resources, livelihood needs, attitudes towards the use of wildlife resources, etc. To include household livelihoods surveys and assessments of human-wildlife conflict issues (to produce project baseline data and to inform potential project activities).
- In collaboration with local stakeholders, conduct mapping of land uses in identified areas, determining boundaries of land use zones, potential wildlife corridors and sustainable resource use areas
- Assess capacity of local stakeholders for community co-management of resources
- Engage local/county governance structures to understand how those impact wildlife crime prevention and PA management

PPG Activity 2: Design of interventions to strengthen capacity at national and regional levels to successfully implement national strategies to combat wildlife crime

2.1 Design activities to strengthen national capacity (Component 1 of Project)

- Based on legislation assessment, formulate any changes to be made to current policies or laws on wildlife crime during the project
- Based on consultations with national wildlife and general crime law enforcement departments and agencies, determine needs and roles of a national Wildlife Crime Unit and how it should be structured in order to improve collaboration and coordination of responsible parties
- Engagement with relevant ministries to discuss and determine potential structure of Ministerial Committee on Wildlife Security
- Consultation with relevant agencies involved with gathering or managing wildlife crime data to design national wildlife crime monitoring system and design operations of Wildlife Crime Hotline
- Based on capacity assessment, and with support of relevant training institutions (e.g. 50 Degrees), develop capacity building programme for relevant ministries and agencies involved with legislation, enforcement, intelligence, forensics, human resources and operations management

- Development and costing of activities to implement the capacity building programme to be implemented under Component 1
- Workshop with key stakeholders to design and collect baseline data for relevant indicators of strengthened capacity (using the UNDP Capacity Development Scorecard and other tools)
- Conduct an examination of capacity and policy initiatives for transboundary coordination on combating IWT and managing PAs. I.e. actions in the Arusha Declaration, efficacy of LATF, etc.

PPG Activity 3: Design of interventions in identified poaching hotspots to strengthen wildlife protection capacity through a landscape approach

3.1 Design activities to strengthen law enforcement within Tsavo and Mara ecosystems

- Engage with key staff to discuss possible structure of Wildlife Task Forces (WTFs) to be established in Tsavo and/or Mara ecosystems, based on current gaps in implementation and coordination of law enforcement efforts and the support needs of rangers, and design capacity building plan and identify infrastructure and equipment needs for new WTFs
- Based on capacity assessments, develop training programme and identify infrastructure and equipment needs (with relevant stakeholders and training institutions) for rangers and other law enforcement agencies for patrols and data gathering, and crime scene management, and coordination with WTFs
- Facilitate engagement between local government, NGOs and private sector to determine and coordinate roles to play in IWT management and habitat protection
- Development and costing of activities to implement the capacity building programme to be implemented under Component 2
- Workshop with key stakeholders to design and collect baseline data for relevant indicators of strengthened capacity (using the UNDP Capacity Development Scorecard, and data on poaching, arrests, convictions, etc)

3.2 Finalise plans for establishment of conservancies in Tsavo and Mara

- Review progress of, and consult with, leaders of the GEF V UNDP-GEF Kenya Southern Rangelands project to learn lessons and share ideas on integrated conservation and landscape management around PAs
- Finalise layout of conservancy in terms of conservation areas, sustainable land use management areas etc and calculate the area of land that will be under new protection (as key indicator of project)
- Undertake feasibility studies (with support of community stakeholders) on potential income-generating activities in targeted areas, for example ecotourism lodges, sustainable bushmeat supply, and investigation into funding opportunities
- Identify potential roles of all stakeholder types, including private sector, NGOs, government departments and local communities, in contributing to wildlife protection and design capacity building programme
- Undertake feasibility study of community informant networks in key areas, to include a review of networks operating elsewhere and safeguards against issues of security, confidentiality, inappropriate law enforcement methods etc.
- Undertake feasibility study of human-wildlife conflict mitigation measures, based on review of measures implemented elsewhere and of the socioeconomics and livelihoods of the local communities (identified in socioeconomic survey under Activity 1)
- Design awareness raising and outreach programme for wildlife crime and conservation, for national and international impact
- Development and costing of activities to establish and operationalise the two conservancies and awareness programme under Component 3
- Workshop with key stakeholders to design and collect baseline data for relevant indicators of strengthened wildlife/habitat conservation and improved socioeconomic status of communities (using the household livelihood baseline survey, local poaching rates, area of restored habitat etc.)
- Apply the relevant GEF Tracking Tools as appropriate

PPG Activity 4: Assess baseline investment, project risk, develop the strategy, budget and consolidate the project documentation for submission

4.1 Financial baseline assessment

- Review the financial baseline descriptions in the Child Project Concept and re-assess/update its presentation for the relevant PRODOC chapter.
- Estimate with figures rounded off at the millions of dollars, and extrapolated for a period corresponding to the project's duration, the baseline investment by the State, donor agencies, key NGOs and other role-players in all three components of work – around wildlife crime fighting at national scale, around strengthening enforcement in poaching hotspot landscapes, and around promoting sustainable rural development nationally.
- Make concrete suggestions to which baseline programmes and funding can contribute to the project's co-financing and which other investments can represent leveraged co-financing.

4.2 Apply the UNDP Social and Environmental Safeguards (SESP) screening to the content of the PRODOC

- Pay particular attention to possible negative social and/or environmental impacts flags with respect to: the establishment of any new infrastructure or conservation measure, including the need for stakeholder consultation, major earth works, infrastructures, gender and social issues.
- AN FPIC process should be followed according to UNDP proper procedures
- Careful consideration should be given to the role of local people including any potential indigenous people that may be engaged at the landscape level
- With respect to infrastructures within protected areas or landscapes, conduct environmental impact assessments to ensure minimal negative impact on the environment
- Carry out a gender assessment as per UNDP guidelines

4.3 Negotiate and finalise the management arrangement for the project in collaboration with the UNDP Country Office, the government and CSOs

- For the GEF CEO Endorsement submission, a single all-inclusive PRODOC, with prospective implementing partners, will be presented, but with clear budgets and inputs assigned to each.
- After GEF CEO Endorsement, and prior to the meeting of the appraisal committee, the UNDP GEF RTA will see that mirror PRODOCs have been produced for each Implementing Partner.
- Proper procedures should be adopted for the potential involvement of any Responsible Parties alongside the identified Implementing Partner.

4.4 Leverage the project's co-financing

- This will build on the financial baseline assessment carried out under PPG Activity 3.1.
- Present to potential co-financiers the advantages of committing co-financing to a GEF project, drawing from the flexibility contained in the GEF's new co-financing policy (www.thegef.org/gef/policy/co-financing).
- Develop and apply a methodology to determine the dollar value for the In-Kind contribution to be made by NGOs, in order to determine the final figure for this co-finance.
- Obtain signed co-financing letters, collated in a single PDF document, as well as endorsement letter from UNDP CO

4.5 Compose relevant and required chapters in the PRODOC for national validation

- Develop a strategy for engaging stakeholders at different levels in the implementation of project activities.
- Include gender considerations, building on the results from the inception workshop, on gender analyses, but also other relevant PPG activities.
- Assess the project's risk and prepare an adequate risk management matrix for inclusion in the PRODOC.

- Complete the project's M&E plan, providing sufficient detail and guidance on indicator monitoring and following both GEF and UNDP M&E Policies.
- Finalise the PRODOC, present to key stakeholders the project' description of outputs and activities, in view of validating them.

4.6 PRODOC Validation Workshop

- A final workshop will be held with the presence of key stakeholders.
- Ministry of Environment, Water and Natural Resources will again lead in the organization of a PPG validation workshop, aimed at bringing together key national stakeholders and providing inputs to the final project strategy.

4.7 Completion of project documentation in view of submission to the GEF

- Prepare a detailed multi-year budget in excel following the standard template.
- If applicable, complete the year 1 work-plan, sequencing key activities.
- Complete TORs for project staff, key consultants and contractors.
- Complete any other required PRODOC chapter and consolidate the different inputs into a cohesive document for meeting the requirements of both the GEF and UNDP.
- Finalisation and quality control on the final PRODOC, first by project partners, then the UNDP Country Office and then the UNDP GEF RTA.
- Finalisation of the CEO Endorsement Request, referring to the PRODOC and with due calculation of amounts in the key tables.
- Submissions for UNDP internal clearance (technical and financial) and thereafter to the GEF.

III - Initiation Plan's Total Budget & Work Plan (TBWP) and General Timeline

Initiation Plan PPG Budget

PIMS:	5468
Award ID:	00092183
Award Title:	Combating poaching and illegal wildlife trafficking in Kenya through an integrated approach
Business Unit:	KEN10
Project Title:	Combating poaching and illegal wildlife trafficking in Kenya through an integrated approach
Project ID:	00096999
Implementing Partner (Executing Agency)	UNDP

GEF Outcome/Atlas Activity	Responsible Party/	Fund ID	Donor Name	Atlas Budgetary Account Code	ATLAS Budget Description	Amount US\$	Budget Notes
Project preparation grant to finalize the UNDP-GEF project document for project "Combating Poaching and Illegal Wildlife Trafficking in Kenya Through an Integrated Approach"	UNDP	62000	GEF TRUSTEE	71200	International Consultant	54,000	a, b, c
				71300	Local Consultant	18,000	d, e
				71600	Travel	8,000	f
				74100	Professional Services	6,250	g
				74500	Miscellaneous Expenses	1,000	h
				75700	Trainings/Workshops	12,750	i
					PROJECT TOTAL	100,000	

Note	Total (USD)	Budget notes' description
a	21,000	Intern. Cons.: International Team Leader & Multi-Focal Area GEF Project Development Specialist, for a maximum of 35 effective working days at \$600 per day. In-country travel costs are to be excluded from candidates' financial proposals, which are otherwise to be all inclusive.
b	21,000	Intern. Cons.: International Wildlife Crime Specialist, for a maximum of 35 effective working days at \$600 per day. In-country travel costs are to be excluded from candidates' financial proposals, which are otherwise to be all inclusive.
c	12,000	Intern. Cons.: Conservation Management Capacity Consultant, for a maximum of 20 effective working days at \$600 per day. In-country travel costs are to be excluded from candidates' financial proposals, which are otherwise to be all inclusive.
d	10,000	Nat. Cons.: Sustainable Landscape Management Consultant, for a total of 25 effective working days at \$400 per day. Travel to be excluded from financial proposal.

Note	Total (USD)	Budget notes' description
e	8,000	Nat. Cons.: Stakeholder Engagement Expert, for a maximum of 20 effective working days at \$400 per day. Travel is to be excluded from candidates' financial proposals.
f	8,000	International and Domestic travel by both national and international consultants
g	6,250	Management Consultancy Company for Implementing Partners' Capacity Assessment – for new responsible parties
h	1,000	Bank charges, insurance, security costs, exchange rate fluctuations, unforeseen expenses and other miscellaneous costs.
i	12,750	Meetings and workshops for collaborative reviews of capacity and design of strategies, plus inception and validation workshops

PPG Timeline – to be detailed by the PPG Team Leaders

December 2016 to Dec 2017:	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
D- Day: PRODOC and CEO Endorsement documentation completed by lead consultant and delivered to CO and RTA for review										31		
Activity 0-1 Approval of PID (ideal date)												
Activity 0-2 Recruitment and Procurement	X											
PPG Activity 1: Review of current national capacity to combat illegal wildlife trade in Kenya												
Activity 1.1 PPG inception workshop			X									
Activity 1.2 Comprehensive review of current capacity to combat wildlife crime in Kenya at national level			X	X	X							
Activity 1.3 Review of current effectiveness of law enforcement efforts in selected sites			X	X	X							
Activity 1.4 Capacity assessment of site-level capacity to combat wildlife crime with a landscape approach			X	X	X							
PPG Activity 2: Design of interventions to strengthen capacity at national and regional levels to successfully implement national strategies to combat wildlife crime												
Activity 2.1 Design activities to strengthen national capacity (Component 1 of Project)				X	X	X						
PPG Activity 3: Design of interventions in identified poaching hotspots to strengthen wildlife protection capacity through a landscape approach												
Activity 3.1 Design activities to strengthen law enforcement within Tsavo and Mara ecosystems (Component 2 of project)					X	X	X					
Activity 3.2 Finalise plans for establishment of conservancies in Tsavo and Mara (Component 3 of project)					X	X	X					
PPG Activity 4: Assess baseline investment, project risk, develop the strategy, budget and consolidate the project documentation for submission												
Activity 4.1 Financial baseline assessment						X	X					
Activity 4.2 Assess project risk and apply the UNDP Social and Environmental Safeguards (SESP) screening to the content of the PRODOC						X	X					

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
December 2016 to Dec 2017:												
Activity 4.3 Negotiate and finalise the management arrangement for the project in collaboration with the UNDP Country Office, the government and CSOs						X	X	X				
Activity 4.4 Leverage the project's co-financing		X		X	X	X	X	X	X	X	X	
Activity 4.5 Compose relevant and required chapters in the PRODOC for national validation						X	X	X	X			
Activity 4.6 PRODOC Validation Workshop.									Around 15-30 Sep			
Activity 4.7 Completion of project documentation in view of submission to the GEF							DRAFT	X	X	FINAL Review & Adjust		
Activity W. RTA Review							X			X		
Activity X. UNDP internal clearances (technical and financial)											07 to 26 Nov	
Activity Y. GEF Submission of the PRODOC												1st week
Activity Z. Time buffer											X	4 weeks

Annex 1: CEO Endorsement Approval Concurrent letter



GLOBAL ENVIRONMENT FACILITY
WORLD BANK • UNITED NATIONS

Nauka Ishii
 CEO and Chairperson

1 November 2016

Subject: Commitment of 40% of Agency fees for Full-sized Child Projects under the Programmatic Framework Document (PFD) entitled: *Global Global, Afghanistan, Botswana, Congo, Cameroon, Ethiopia, Gabon, Guatemala, India, Kenya, Malawi, Mauritius, Mozambique, Philippines, Thailand, Tanzania, Vietnam, South Africa, Zambia, Zimbabwe - Global Partnership on Wildlife Conservation and Crime Prevention for Sustainable Development (PROG.R.1M) - GEF ID9971, including Resubmission ID9439*

Miriam Sheganshen, Doro VandenBak, and Sylvia
 Messer, MEX, Kenya and Malawi

The GEF Board has approved the document *GEF Project and Program Cycle Policy (GEFC/2008/Rev.02)*, which makes provision for the Trustee to commit 40% of the Agency fees for each Full-sized Child Project listed in a PFD at the time of PFD approval. This fee has to be returned to the Trustee if the Full-sized Child Project is dispersed across one or more operations for CLAs endorsement prior to the respective Program Commitment Deadline (with no exceptions). This policy covers all GEF-6 Programs approved by the Council, including those previously approved.

In your request, the Trustee would commit the commitment of 40% of the Agency fee for each of the full-sized Child Projects listed in the attached Annex 1 of this letter, with details specified below:

Council Approval Date	4 June 2015 and 9 June 2016 for the resubmission
Program Commitment Deadline	30 December 2016 and 31 December 2017 for the resubmission
GEF ID - PFD ID	9971 (including Resubmission ID9439)
Agency ID	145395 (World Bank)
Agencies	World Bank, UNDP, UNEP, EUN, WWF-US and ADB
Focal Area	Multi-Focal Area
Project Type	Program
Countries	China, Global, Afghanistan, Botswana, Congo, Cameroon, Ethiopia, Gabon, Guatemala, India, Kenya, Malawi, Mauritius, Mozambique, Philippines, Thailand, Tanzania, Vietnam, South Africa, Zambia, Zimbabwe
Name of Program	Global Partnership on Wildlife Conservation and Crime Prevention for Sustainable Development (PROG.R.1M)
Indicative GEF Estimated Amount	\$ 30,376,884
Indicative Agency Fee	\$ 1,751,631
Funding Source	GEF Trust Fund

1818 Street NW, Washington, DC 20036 USA
 Tel.: (202) 473-1000 Fax: (202) 223-2249
 E-mail: info@gef.org
www.gef.org

Agency	Trust Fund	Financing Amount (US\$)	Agency Fee (US\$)			Total (US\$)
			40%, committed at Council Approval	40%, committed at C-90 Enforcement	Total Agency Fee	
World Bank	GEF TF	17,202,421	6,106,867*	1,249,959	3,548,219	40,550,640
UNEP	GEF TF	4,380,000	1,552,000	308,800	439,700	5,329,700
UNDP	GEF TF	86,057,392	3,047,129*	4,571,296	7,795,823	94,452,415
ADB	GEF TF	1,834,862	66,055	99,083	165,138	2,000,000
Total:		130,576,885	4,122,787*	6,184,180	11,751,921	142,328,805

* Fee limit provisions may vary across GEF entities, so matching of fee is applicable

Sincerely,



Nando Jato

Chief Executive Officer and Chairperson

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 Philippines

cc: Countries, Country and Sector Plans, GEF Agencies, Trustee

Annex 1: List of Full-sized Child Projects under the *Global to Global*, Afghanistan, Botswana, Congo, Cameroon, Ethiopia, Gabon, Indonesia, India, Kenya, Mali, Malawi, Mozambique, Philippines, Thailand, Tanzania, Vietnam, South Africa, Zambia, Zimbabwe – Global Partnership on Wildlife Conservation and Crime Prevention for Sustainable Development (PROF-RAM) – GEF ID9071, including Resubmission ID9439

PMDs ID	Full-sized Child Project Title	Agency	Trust Fund	Project status	Project Financing Amount (US\$)	Agency Fee			Total (US\$)
						40% Agency Fee to be committed at PFD approval (US\$)	60% Agency Fee to be committed at CEO endorsement (US\$)	100% Agency Fee (US\$)	
014	India: Securing Ecosystems, Ecosystem Sustainable Use and Restoration of Ecologically Fragile Terrestrial Ecosystems (IC-CR Himalayan)	UNDP	GEF 11	Pending	12,540,187	5,056,871	6,721,186	1,098,977	12,583,169
019	Indonesia: Combating Illegal and unsustainable trade in endangered species in Indonesia	UNDP	GEF 11	Pending	6,988,553	2,815,819	3,723,391	628,987	7,617,850
013	Botswana: Manage the transboundary interface to sustain the flow of species and genetic diversity and prevent illegal wildlife trafficking in the Kgalagadi-Ghanzi Diversion	UNDP	GEF 11	Pending	6,046,784	2,458,684	3,213,827	539,911	6,536,500
044	Cameroon: Integrated and Transboundary Conservation of Habitats in the Savanna of the Republic of Cameroon	UNDP	GEF 11	Pending	4,637,811	1,855,124	2,411,205	351,675	4,599,175
058	Tanzania: Combating poaching and illegal wildlife trade in Tanzania through an integrated approach	UNDP	GEF 11	Pending	5,384,507	2,153,765	2,835,143	441,911	5,936,500
057	European Enhanced Management and Conservation of International Protected Areas (EEMA)	UNDP	GEF 11	Pending	7,294,435	2,917,692	3,833,303	550,295	7,951,400

PMIS ID	Full-sized Child Project Title	Agency	Trust Fund	Project status	Project Financing Amount (US\$)	Agency Fee			Total (US\$)
						40% Agency Fee to be committed at PFD approval (US\$)	60% Agency Fee to be committed at CEO endorsement (US\$)	100% Agency Fee (US\$)	
9158	Mozambique: Strengthening the conservation of globally threatened animals in Mozambique through improving the capacity of enforcement and expanding community interventions in rural protected areas	UNDP	GEF II	Pending	5,750,000	507,000	850,500	417,500	17,167,500
9159	Guatemala: Conservation of biodiversity in the Districts of the Republic of Guatemala	UNDP	GEF II	Pending	1,125,000	112,500	187,500	58,750	3,106,523
9211	Global: Coordinator Action and Learning Forum Wildlife Issues	UNDP	GEF II	CEA endorsed	2,000,000	-	-	180,000	2,180,000
9212	Global: Coordinator Action and Learning Forum Wildlife Issues	World Bank	GEF II	CEA endorsed	5,000,000	-	-	450,000	5,450,000
9213	Kenya: Anti-poaching Wildlife and Wildlife Conflict Management	World Bank	GEF II	CEA endorsed	4,758,000	-	-	424,224	5,182,224
9214	Zambia: Climate Change Impacts Forest and Sustainable Land Management Program (CCFI-05)	World Bank	GEF II	Pending	8,000,400	290,518	434,274	724,342	8,725,000
9220	Strengthening institutions, information management and monitoring to reduce the rate of illegal wildlife trade in South Africa	UNDP	GEF II	Pending	1,856,000	175,800	263,844	109,741	5,325,760
9227	Dominican Republic: Illegal Wildlife Trade focusing on Ivory, African Horn, Eagle and Pelicans	UNDP	GEF II	Pending	4,018,440	44,604	216,896	101,600	4,381,100
9228	Vietnam: Biodiversity Strengthening partnerships to protect biodiversity and endangered species in Vietnam	World Bank	GEF II	Pending	3,000,000	208,000	160,000	270,000	3,378,000
9229	Algeria: Conservation of native reptiles and their critical ecosystems in Algeria	UNDP	GEF II	Pending	2,700,862	97,275	146,903	241,438	2,946,300

PMIS ID	Full-sized Child Project Title	Agency	Trust Fund	Project status	Project Financing Amount (US\$)	Agency Fee			Total (US\$)
						40% Agency Fee to be committed at PFD approval (US\$)	60% Agency Fee to be committed at CEO endorsement (US\$)	100% Agency Fee (US\$)	
9229	Congo: Biodiversity Strengthening the management of wildlife and improving livelihoods in northern Republic of Congo	World Bank	GEF II	Pending	8,800,000	34,350	511,520	381,870	9,727,640
9231	Continuing environmental organizations in the Philippines	ADB	GEF II	Pending	1,854,000	90,655	99,000	165,135	2,109,000
9232	Kenya: Combating Poaching and Illegal Wildlife Trafficking in Kenya through an Integrated Approach	UNDP	GEF II	Pending	3,020,000	137,700	205,637	164,134	4,170,999
9233	Tanzania: Strengthening Wildlife and Ecosystems Management and Wildlife-Smart Landscapes in the Manyara-Lushoto Region of Tanzania	UNDP	GEF II	Pending	10,025,000	560,452	841,402	402,335	10,829,301
9234	Mali: Community-based natural resource management that resolves conflict, improved livelihoods and restores ecosystems throughout the Sahelian range	UNDP	GEF II	Pending	4,100,000	148,174	222,267	170,145	4,486,500
9235	Mali: Biodiversity Strengthening Ecosystem Connectivity and Management to Improve Livelihoods and Conserve Wildlife in Key Biodiversity Areas in Mali	World Bank	GEF II	Pending	5,587,100	201,117	301,707	102,634	6,090,300
Total					140,876,864	4,122,787	6,184,180	11,751,921	142,822,805

Annex 2: PIF (PFD)

http://gefpiims.undp.org/documents/1/g5468/g2_20812/Global_Wildlife_Program_PFD_May_02_2016%20Final.pdf

Annex 3: ToRs for Consultants

Over view of PPG Consultants

Consultant category	Position / Titles	Max duration
Nat. Cons.	Sustainable Landscape Management Consultant	25 days
Nat. Cons.	Stakeholder Engagement Expert	20 days
Intern. Cons.	International Team Leader & Multi-Focal Area GEF Project Development Specialist	35 days
Intern. Cons.	International Wildlife Crime Specialist	35 days
Intern. Cons.	Conservation Management Capacity Consultant	20 days

Common sections in the ToRs for all consultants

Background
<p>General Background</p> <p>In mid-2015, the Council for the Global Environment Facility (GEF) approved, as part of its "Programmatic Approach" titled <i>Global Partnership on Wildlife Conservation and Crime Prevention for Sustainable Development</i>, a <i>Child Project Concept</i> for Kenya with UNDP as the selected GEF agency. The project has the following titles and reference:</p> <p><i>UNDP-GEF Project Title:</i> Combating poaching and illegal wildlife trafficking in Kenya through an integrated approach</p> <p><i>Reference short title:</i> PIMS 5468: Kenya Wildlife Trade</p> <p>See more information about the GEF's Programme here: www.thegef.org/gef/project_detail?projID=9071</p> <p>The project's target GEF funding is \$3.8M and it has been duly endorsed by the Government of Kenya.</p> <p>The full project to be developed on the basis of the Child Project Concept will be implemented by the Ministry of Environment, Water and Natural Resources, and Kenya Wildlife Service, with support from UNDP Kenya and key management agencies at the focal PAs and landscapes (within the Tsavo and Mara ecosystems; to be determined during the PPG phase).</p> <p>The project's objective is to build Kenya's capacity for combating poaching and illegal wildlife trafficking, through increased capacity and coordination of key law enforcement agencies (for wildlife and general crime) at both national and site level, and support community co-management of wildlife in a landscape approach. This will be achieved through the delivery of three integrated components, including:</p> <ul style="list-style-type: none"> ○ Strengthening capacity for effective biodiversity and IWT governance in Kenya, ○ Reducing poaching and illegal trade in threatened species [site level], and ○ Establishing at least 2 new Community Conservancies in Tsavo and Maasai Mara ecosystems, with sustainable land management and livelihoods promotion. <p>Project Preparation Process</p> <p>The project responds to national priorities and its PRODOC needs to be prepared in alignment with Kenya's national wildlife crime strategies (and particularly with consideration for the new strategy for combating poaching and illegal wildlife trade, to be developed during the project), and in close collaboration with key government partners in several institutions, financing</p>

partners, research entities, the private sector and in particular with the CSOs responsible for the management of targeted landscapes.

In order to prepare the required documentation for the final approval of the project, a Project Preparation Grant (PPG) provided by the GEF is being implemented with clear and realistic targets and deliverables.

The GEF submission documentation to be prepared consists of a complete UNDP Project Document (PRODOC) and a CEO Endorsement Request form, to be duly filled in on the basis of the PRODOC, which takes precedence. These two key documents are to be accompanied along with co-financing letters, indicator tracking tools for the applicable GEF focal areas and social-environmental risk screening, using UNDP's methodological procedure.

All PPG consultants share the responsibility of mobilizing co-financing and forging partnerships useful for the project. They are expected to work as a team to implement the following activities:

PPG Activity 1: Review of current national capacity to combat illegal wildlife trade in Kenya PPG Activity 2: Design of interventions to strengthen capacity at national and regional levels to successfully implement national strategies to combat wildlife crime

PPG Activity 3: Design of interventions in identified poaching hotspots to strengthen wildlife protection capacity through a landscape approach

PPG Activity 4: Assess baseline investment, project risk, develop the strategy, budget and consolidate the project documentation for submission

The PPG phase will be implemented between January and December 2017. Consultants are expected to start work in January 2017 and follow a detailed timeline.

The final deadline for delivering the complete and finalized UNDP-GEF documentation for the internal review by government, partners and UNDP is 31 October 2017. This deadline is non-negotiable.

Information on the Application Process

Add to all Consultants' TORs, under "Required Skills and Experience"

Application Submission Process:

Submission must be online following the instruction given on the website

Please submit the following to demonstrate your interest and qualifications. Please note that all the documents below must be submitted as one PDF file.

- P11 (required), indicating all past experience from similar projects, as well as the contact details (email and telephone number) of the candidate and at least three (3) professional references;
- Personal CV (optional)
- Duly accomplished Letter of Confirmation of Interest and Availability using the template provided [see link further down];
- Financial proposal (All-inclusive daily fee): Interested individuals are kindly requested to submit an all-inclusive daily consultancy fee;
- Travel: All envisaged international travel costs must be included in the financial proposal in a separate line, though not the cost of in-land travel, which will be handled directly by the UNDP Country Office.

Application Evaluation Process:

Individual consultants will be evaluated based on the Cumulative Analysis methodology [weighted scoring method], where the award of the contract will be made to the individual consultant whose offer has been evaluated and determined as:

- Responsive/compliant/acceptable; and
- Having received the highest score out of a pre-determined set of technical and financial criteria specific to the solicitation.

Technical Criteria weight; [70%].
Financial Criteria weight; [30%].

Only Individual Consultants obtaining a minimum of 70% of the obtainable 100 points in technical evaluation would be considered for the Financial Evaluation.

Technical Evaluation Criteria:

- Adequacy of Profile (Max 100 points)

General Conditions of Contract for the ICs:

<http://www.undp.org/content/dam/undp/documents/procurement/documents/IC%20-%20General%20Conditions.pdf>

UNDP Personal History form (P11) required of all applicants:

http://www.undp.org/content/dam/undp/library/corporate/Careers/P11_Personal_history_form.doc

Letter of Confirmation of Interest and Availability

https://www.dropbox.com/s/789q1hvdrdgwqgc/PPG_Cons_Letter%20of%20Interest%20and%20Availability.docx?dl=0

Details of TORs for the National and Regional Consultants

Sustainable Landscape Management Consultant

Job Title	UNDP GEF Preparation Grant National Consultant: Sustainable Landscape Management
[Target date for publishing]	20-02-2017
Scope of advertisement	Globally advertised (Including jobs.undp.org) but only Kenyan nationals accepted
Category (eligible applicants)	External
Brand	UNDP
Practice Area	Environment and Energy
Application Deadline	Two weeks after advertisement
Type of Contract	Individual Contract
Post Type and Level	National Consultant
Duty Station	Home based with some local travel
Languages Required (1)	English
Languages Required (2)	Kiswahili
Starting Date (date when the selected candidate is expected to start)	10-03-2017
Duration of Initial Contract	Up to 25 effective working days in 2017, according to PPG Timeline attached to TOR
Expected Duration of Assignment	Through end Dec 2017, comprising max. 25 working days in the period, to be remunerated according to satisfactory monthly reporting and quality of deliverables
Profile (to be further developed when completing the TOR)	See further down.

Description of Responsibilities
<p>Function as the expert advisor in all matters relating to sustainable landscape management, working in close collaboration with other PPG consultants, with the main goals of ensuring that the design of capacity building strategies for biodiversity conservation in Kenya, and the design of interventions and conservancies in the focal landscapes, is based on sound knowledge of sustainable landscape and natural resources management.</p> <p>Co-lead, together with other PPG consultants, the implementation of the following PPG Activities:</p> <ol style="list-style-type: none"> 1.4) Capacity assessment of site-level capacity to combat wildlife crime with a landscape approach 3.2) Finalise plans for establishment of conservancies in Tsavo and possibly Mara assuming government approval(Component 3 of project) 4.2) Apply the UNDP Social and Environmental Safeguards (SESP) screening to the content of the PRODOC <p>Support other PPG consultants/contractors with the implementation of the following PPG Activities:</p> <ol style="list-style-type: none"> 1.1) PPG Inception Workshop 4.1) Financial baseline assessment 4.4) Leverage the project's co-financing 4.5) Compose relevant and required chapters in the PRODOC for national validation 4.6) PRODOC Validation Workshop 4.7) Completion of project documentation in view of submission to the GEF <p>Key Products / Deliverables:</p> <p>DELIVERABLES Specific Deliverables for which the incumbent will have lead responsibility include the following:</p> <p>Deliverable 1) Assessment report of capacity of local stakeholders to help combat wildlife crime within their landscape (to feed into relevant chapters in PRODOC). To include any current issues in terms of livelihoods, human wildlife conflict, resource use, conflict between stakeholders, and include recommendations for improving capacity To be delivered by 15th May 2017 *assuming starting in March*</p>

Description of Responsibilities

Deliverable 2)

Carry out the necessary research and stakeholder consultations to complete a full set of GEF Tracking Tools for all necessary Focal Areas and Programs—including the Global Wildlife Program Tracking Tools

To be delivered by 30th June 2017

Deliverable 3)

Comprehensive landscape-scale strategy documents for implementing sustainable landscape management in the form of conservancies in the selected landscapes within the Mara and Tsavo ecosystems. To include baseline maps and maps depicting conservancy plans (eg conservation areas); to include roles of different stakeholders, interventions required (including human-wildlife conflict mitigation, income-generating activities, community informant networks, awareness raising plan) with costings and timeline, risks, sustainability, indicators (with baselines and targets)

To be delivered by 30th July 2017

Deliverable 4)

UNDP Social and Environmental Safeguards (SESP) screening and gender assessment

To be delivered by 30th July 2017

Deliverable 5)

Contribution to relevant sections of PRODOC

To be delivered by 7th August 2017

Proposed schedule of fee payments: **assuming activities starting in Jan**

- Contract signature: 10%
- 30th May 2017, upon clearance of Deliverables 1: 45%
- 22 August 2017, upon clearance of Deliverables 2-5: 25%
- Final payment expected by 30 Dec 2017, upon clearance of complete CEO Endorsement documentation: 20%

Competences

- Promoting ethics and integrity, creating organizational precedents
- Building support and political acumen
- Building staff competence, creating an environment of creativity and innovation
- Building and promoting effective teams
- Creating and promoting enabling environment for open communication
- Leverages multi-disciplinary, institutional knowledge and experience
- Creates and cultivates networks of partners to promote UNDP's image
- Performed analysis of political situations and scenarios, and contributes to the formulation of institutional responses
- Leverages different experiences and expertise of team members to achieve better and more innovative outcomes
- Strong analytical and writing skills
- Ability to communicate effectively in order to communicate complex, technical information to both technical and general audiences
- Skills in negotiating effectively in sensitive situations
- Skills in achieving results through persuading, influencing and working with others
- Skills in facilitating meetings effectively and efficiently and to resolve conflicts as they arise

Required Skills and Experience

Profile required (max 100 points in total):

- Master degree in a relevant field such as social sciences, biodiversity, land use management planning and ecosystem services (either with ecological or socio-economic background) and with professional specialization in issues of biodiversity, agrobiodiversity, sustainable landscape management. (max. 15 pts)
- At least 10 years of overall professional experience, with incremental responsibilities, preferably with some experience in the UN system. (max. 10 pts)
- At least 7 years of experience and in-depth knowledge of biodiversity and sustainable landscape management issues in the context of project design or management at regional levels, is an eliminator requirement. (max. 20 pts)

- Demonstrated track record in the preparation of documents, project proposals, evaluation reports and, preferably also, publications within the theme of agrobiodiversity, ecosystem services and land-use management is a highly sought qualification for this position. (max. 15 pts)
- Proven expertise and experience with the GEF IP policies and procedures and/or expertise in IP issues (max. 5 points)
- Knowledge of environmental issues, policies and programs in Eastern Africa is desirable. (max. 10 pts)
- Specific experience with GEF project development is highly desirable. (max. 10 pts)
- Excellent mastery of written English is an eliminator requirement. (max. 10 pts)
- Minimal working level of other UN language is a plus (max. 5 points)

Stakeholder Engagement Expert

Job Title	UNDP GEF Preparation Grant National Consultant: National Stakeholder Engagement Expert - Open for Kenyan nationals only
[Target date for publishing]	20-02-2016
Scope of advertisement	Globally advertised (including jobs.undp.org), but restricted to national applicants
Category (eligible applicants)	External
Brand	UNDP
Practice Area	Environment and Energy
Application Deadline	Two weeks after the advertisement
Type of Contract	Individual Contract
Post Type and Level	National Consultant
Duty Station	Home Based with Some Travel, Kenya
Languages Required (1)	English
Languages Required (2)	Kiswahili
Starting Date (date when the selected candidate is expected to start)	10-Mar-2017
Duration of Initial Contract	Up to 20 effective working days in 2017, according to PPG Timeline attached to TOR
Expected Duration of Assignment	Through end Dec 2017, comprising max. 20 working days in the period, to be remunerated according to satisfactory monthly reporting and quality of deliverables
Profile (to be further developed when completing the TOR)	Min 10 years of national experience in stakeholder consultation processes, including community-level research.

Description of Responsibilities (EN)

Function as the focal point for community and stakeholder consultation in the project, working in close collaboration with the other PPG consultants, with the main goal of ensuring the fairness and transparency of the PPG process and the effective engagement of stakeholders, including gathering community-based data.

Co-lead, together with other PPG consultants, the implementation of the following PPG Activities:

- 1.4) Capacity assessment of site-level capacity to combat wildlife crime with a landscape approach
- 3.2) Finalise plans for establishment of conservancies in Tsavo and Mara (Component 3 of project)
- 4.2) Apply the UNDP Social and Environmental Safeguards (SESP) screening to the content of the PRODOC

Support other PPG consultants with the implementation of the following PPG Activities:

- 1.1) PPG Inception workshop
- 1.3) Review of current effectiveness of law enforcement efforts in selected sites
- 3.1) Design activities to strengthen law enforcement within Tsavo and Mara ecosystems (Component 2 of project)
- 4.1) Financial baseline assessment
- 4.4) Leverage the project's co-financing
- 4.5) Compose relevant and required chapters in the PRODOC for national validation
- 4.6) PRODOC Validation Workshop
- 4.7) Completion of project documentation in view of submission to the GEF

Description of Responsibilities (EN)

Key Products / Deliverables for the Cameroon PRODOC:

DELIVERABLES

Specific Deliverables for which the incumbent will have lead responsibility include the following:

Deliverable 1)

Leading local stakeholder engagement and contribution to written report on site-level capacity to combat wildlife crime; contribution to include details on stakeholder engagement process, meeting and workshop reports, identified stakeholder roles and responsibilities

*To be delivered by 15th May 2017*assuming starting in March**

Deliverable 2)

Report of socioeconomic survey of local communities, including current livelihoods, poverty levels, issues with human-wildlife conflict, natural resource management, local governance issues, with recommendations for involvement in project (also for baseline for monitoring purposes)

To be delivered by 15th June 2017

Deliverable 3)

Supporting local stakeholder engagement for strengthening site-level law enforcement capacity, particular with regards to engagement with government, NGOs and private sector for collaborative preventative measures against IWT; Also contribution to relevant report, to include details on stakeholder engagement process, meeting and workshop reports, recommendations for collaboration opportunities

To be delivered by 15th July 2017

Deliverable 4)

Leading local stakeholder engagement and contribution to landscape-level plans for wildlife protection (ie conservancies)– particularly with regards to involving community members in planning human-wildlife mitigation measures, income-generating activities etc. Contribution to result planning document to include details on stakeholder engagement process, meeting and workshop reports, recommendations for livelihoods and wildlife crime monitoring activities

To be delivered by 30th July 2017

Deliverable 5)

UNDP Social and Environmental Safeguards (SESP) screening document and gender action plan

To be delivered by 30th July 2017

Deliverable 6)

Contribution to relevant chapters of the PRODOC – in particular, local socioeconomics and stakeholder engagement and analysis

To be delivered by 7th August 2017

Proposed schedule of fee payments: *assuming starting in January*

- Contract signature: 10%
- 22 June 2017, upon clearance of Deliverables 1 - 2: 45%
- 22 August 2017, upon clearance of Deliverables 3 - 6: 25%
- Final payment expected by 30 Dec 2017, upon clearance of complete CEO Endorsement documentation: 20%

Competencies

- Promoting ethics and integrity, creating organizational precedents
- Building support and political acumen
- Building staff competence, creating an environment of creativity and innovation
- Building and promoting effective teams
- Creating and promoting enabling environment for open communication
- Leverages multi-disciplinary, institutional knowledge and experience
- Creates and cultivates networks of partners to promote UNDP's image
- Performed analysis of political situations and scenarios, and contributes to the formulation of institutional responses
- Leverages different experiences and expertise of team members to achieve better and more innovative outcomes
- Strong analytical and writing skills

- Ability to communicate effectively in order to communicate complex, technical information to both technical and general audiences
- Skills in negotiating effectively in sensitive situations
- Skills in achieving results through persuading, influencing and working with others
- Skills in facilitating meetings effectively and efficiently and to resolve conflicts as they arise

Required Skills and Experience

Profile required (max 100 points in total):

- Master degree in a relevant field such as social sciences, biodiversity, land use management and ecosystem services (preferably with socio-economic background) and with professional specialization in issues of socioeconomics, biodiversity, sustainable landscape management and wildlife crime. (max. 15 pts)
- At least 10 years of overall professional experience, with incremental responsibilities, preferably with some experience in the UN system. (max. 15 pts)
- At least 7 years of experience and in-depth knowledge of stakeholder engagement, relationship building, participatory planning, socioeconomic research and rural livelihoods issues and sustainable landscape management issues in the context of research, project design or management at a large scale, is an **eliminator** requirement. (max. 20 pts)
- Demonstrated track record in research and reporting on socioeconomic and livelihoods, and the preparation of project proposals, evaluation reports and, preferably also, publications within the theme of sustainable development, rural livelihoods, biodiversity, wildlife crime, ecosystem services and/or land-use is a highly sought qualification for this position. (max. 10 pts)
- Proven expertise and experience with the GEF IP policies and procedures and/or expertise in IP issues (max. 5 points)
- Knowledge of environmental issues, policies and programs in Eastern Africa is desirable. (max. 10 pts)
- Specific experience with GEF project development is highly desirable. (max. 15 pts)
- Excellent mastery of written English is an **eliminator** requirement. (max. 10 pts)

Details of TORs for the International Consultants

International Team Leader & Multi-Focal Area GEF Project Development Specialist

Job Title	UNDP GEF Preparation Grant International Consultant: International Team Leader & Multi-Focal Area GEF Project Development Specialist
[Target date for publishing]	20-02-2016
Scope of advertisement	Globally advertised (including jobs.undp.org)
Category (eligible applicants)	External
Brand	UNDP
Practice Area	Environment and Energy
Application Deadline	Two weeks after advertisement
Type of Contract	Individual Contract
Post Type and Level	International Consultant
Duty Station	Home Based with Some Travel, Kenya
Languages Required (1)	English
Languages Required (2)	Kiswahili
Starting Date (date when the selected candidate is expected to start)	10-03-2017
Duration of Initial Contract	Up to 35 effective working days in 2017, according to PPG Timeline attached to TOR
Expected Duration of Assignment	Through end Dec 2017, comprising max.35 working days in the period, to be remunerated according to satisfactory monthly reporting and quality of deliverables
Profile (to be further developed when completing the TOR)	See further down.

Description of Responsibilities

Function as the International PPG Team Leader/GEF Specialist, working in close collaboration with other PPG consultants, with the main goals of producing the overall GEF documentation, assuring the quality and timeliness of the process.

Lead, with support of other PPG consultants, the implementation of the following PPG Activities:

Description of Responsibilities

- 1.1) PPG Inception workshop
- 4.1) Financial baseline assessment
- 4.3) Negotiate and finalise the management arrangement for the project in collaboration with the UNDP Country Office, the government and CSOs
- 4.4) Leverage the project's co-financing
- 4.5) Compose relevant and required chapters in the PRODOC for national validation
- 4.7) Completion of project documentation in view of submission to the GEF

Co-lead, with other PPG consultants, the implementation of the following PPG Activities for the Kenya PRODOC:

- 2.1) Design activities to strengthen national capacity (Component 1 of Project)
- 3.1) Design activities to strengthen law enforcement within Tsavo and Mara ecosystems (Component 2 of project)
- 3.2) Finalize plans for establishment of conservancies in Tsavo and Mara (Component 3 of project)

Support other PPG consultants with the implementation of the following PPG Activities:

- 1.2) Comprehensive review of current capacity to combat wildlife crime in Kenya at national level
- 1.3) Review of current effectiveness of law enforcement efforts in selected sites
- 1.4) Capacity assessment of site-level capacity to combat wildlife crime with a landscape approach
- 4.2) Apply the UNDP Social and Environmental Safeguards (SESP) screening to the content of the PRODOC
- 4.6) PRODOC Validation Workshop

Key Products / Deliverables:

Specific tasks for the incumbent, which may or may not be explicitly mentioned above, also include:

- Review the Tracking Tools for completeness, analytical depth and consistency.
- Build into the FSP strategy (and establish the link with) the policy guidance contained in relevant policy documents.
- Assess technical feasibility, cost-effectiveness and incrementality of proposed FSP activities.
- Assess project risk and the sustainability of proposed FSP activities and recommend applicable measures to minimize and mitigate risk and to ensure sustainability.
- Provide specific recommendations for stakeholder engagement activities planned for the full project
- Define recommended project monitoring and evaluation indicators, aligned with the indicators in the overall Programme Framework Document for the IWT programmatic approach
- Prepare a budget for the project, indicating the inputs needed (consultants, contractual services, travel, etc.) in the applicable format.
- Prepare a draft response to comments received from the GEF Secretariat, Council members and STAP on the Child Project Concept and the Programmatic approach.

Other tasks will include:

- Carry out a critical review of the Child Project Concept and of PPG tasks, to ensure that all consultants will be producing the needed products for composing the PRODOC and GEF documentation.
- As applicable and in line with each consultant's capabilities, the team leader will assign specific short studies as part of other consultant's tasks, studies that are needed to develop baselines and targets for the outcome indicators in the PIF. The Incumbent will otherwise decide to carry out these short studies out him/herself, if not possible to obtain the needed data. Indicators should be aligned with the indicators in the overall Programme Framework Document for the IWT programmatic approach.
- Mobilizing co-financing for the project.
- Proposing partnerships with CSOs, research centers or private sector partners with an interest in the multi-focal area approach and related themes.
- Develop action plan for incorporation of gender aspects in the project, with quantifiable baseline and target indicators, as per GEF and UNDP guidance.

DELIVERABLES

Specific Deliverables for which the incumbent will have lead responsibility include primarily the UNDP Project Document, to be delivered in English, plus the respective GEF CEO Endorsement Request, approved by the relevant agencies, and including (but not limited to) the following groups of deliverables:

Deliverables 1) Background, draft core strategy / To be delivered by 25 May 2017*assuming starting in March*

Description of Responsibilities

- Key chapters in the PRODOC Situation Analysis following a logical structure and typical presentation in a PRODOC (refer to TOR annex 3), including a detailed analysis on the barriers to achieving the long-term solution proposed in the project:
 - o Introduction
- 1.2. Context and problem being addressed (refer to PRODOC structure template for sub-chapters herein)
 - o Barrier Analysis and Long Term Solution
 - o Baseline Analysis (financial part subject to refining)
 - o Stakeholder Analysis
- Critical review of project outcomes and outputs in close collaboration with UNDP-GEF RTA and CO EFP.
- Participation in the inception workshop – planned for Feb 2017.

Deliverables 2) Fully-fledged strategy and indicators, budget, safeguards, articulation of benefits and other related PRODOC chapters: *To be delivered by 31 August 2016, along with a refinement of deliverables in group #1*

- Fine-tuning of the project's baseline, including of the status quo and of the baseline finance.
- Detailed descriptions of project outcomes, outputs and activities, with deliverables, timing, cost estimates (where possible and applicable), and proposed implementation responsibilities.
- Definition of project indicators and their hierarchical and logical organization within the Strategic Results Framework (log frame), with their baseline and, where possible, target values duly assessed (aligned with the indicators in the overall Programme Framework Document for the IWT programmatic approach).
- Inclusion of selected UNDP 'Strategic Plan: Integrated Results and Resources Framework' (SP IRRF) Output and Indicator(s) – Output 1.3 or Output 2.5 (see UNDP guidance) – on cover page of PRODOC, ensuring alignment of project indicators to the SP IRRF indicator
- Overall project budget(s), in required formats and with detailed budget notes (in excel).
- Summary of local, national and global biodiversity benefits of project.
- TOR for envisaged knowledge products.
- Gender, Replication Sustainability considerations.
- Analysis of project risks and corresponding mitigation measures.
- Cost effectiveness analysis.
- Application of UNDP's Environmental and social screening of UNDP supported, GEF/LDCF/SCCF/NPIF financed projects (format and examples to be provided by UNDP-GEF RTA)
- Project Monitoring and Evaluation Plan.
- The following PRODOC chapters completed in English:
 - 2.1 Project Goals, Outcomes and Outputs (and activities)
 - 2.2 Gender action plan, gender Considerations and Project Benefits, including Innovativeness, Sustainability and Replicability
 - 2.3 Risks & Safeguards
 - 2.4 Cost Effectiveness
 - 6.1 Indicator Framework (log frame)
- Indicative procurement plan for project implementation (to be finalized by the Country Office)

Deliverables 3) Conclusion of the incrementalilty analysis, fine-tuning of log frame, institutional anchoring, TOR and response to comments: *To be delivered by 31 October 2017, along with co-financing letters*

Note: initial RTA clearance will be provided approx. 3 weeks from delivery date (i.e. by 21 November 2017). Inputs from incumbent may still be required in November and December 2017.

- Capacity assessments of partners checked for quality control.
- All of the remainder PRODOC chapters completed, including the following:
 - 3.1 Implementation Arrangements
 - 4.1 Monitoring and Reporting
 - 4.2 Links to relevant templates and M&E learning resources
 - Standard chapters (5.1 Legal clause; 5.2 Audit Clause; 5.3 Communication and visibility requirements)
 - 7. Total Budget and Work plan (with notes and in excel)
 - 8. Project Fit (building from PIF)
 - Essential project annexes:
 - TORs for consultants and service providers
 - Tracking Tools
 - List of PPG Studies

Description of Responsibilities

- Incremental reasoning
- Links and synergies with other initiatives
- Strategy for stakeholder engagement
- Methodology developed and applied to determine the dollar value for the In Kind contribution to be made by non-governmental organisations within the target landscapes
- Co-financing effectively mobilized, with all letters checked and totals calculated, plus non-English letters duly translated (in collaboration with other PPG consultants).
- Participation in the validation workshop, when essential PRODOC content in French is validated through stakeholder feedback.
- All previously completed PRODOC chapters adjusted on the basis of feedback, in particular all elements of Log frame (chapter 6.1) fine-tuned, with confirmed indicators' baseline and targets.
- UNDP CO supported for the final negotiations on the management arrangements for the Full Project, in view of capacity assessment results.
- Response to comments from GEF Secretariat, STAP and Council members.
- CEO Endorsement Tables completed in Excel.

Proposed schedule of fee payments: *assuming starting in March*

- Contract signature: 10%
- 02 June 2017, upon clearance of deliverables #1: 45%
- 15 Oct 2017, upon clearance of deliverables #2: 25%
- Final payment expected by 30 Dec 2017, upon clearance of complete CEO Endorsement documentation (deliverables #3)
 - it may however take longer if there are pending deliverables: 20%

Note on sub-contracting:

Given the intensity of the work required within a very short time frame, **the IC holder can opt to subcontract parts of the assignment to max. one other professional assisting consultant (as per IC Terms and Conditions Clause #6)**, but must be responsible for the overall quality and review of the final product. The profile and CV of the assisting consultant will need to be presented to UNDP as part of the overall technical and financial proposal.

Competencies

- Promoting ethics and integrity, creating organizational precedents
- Building support and political acumen
- Building staff competence, creating an environment of creativity and innovation
- Building and promoting effective teams
- Creating and promoting enabling environment for open communication
- Leverages multi-disciplinary, institutional knowledge and experience
- Creates and cultivates networks of partners to promote UNDP's image
- Performed analysis of political situations and scenarios, and contributes to the formulation of institutional responses
- Leverages different experiences and expertise of team members to achieve better and more innovative outcomes
- Strong analytical and writing skills
- Ability to communicate effectively in order to communicate complex, technical information to both technical and general audiences
- Skills in negotiating effectively in sensitive situations
- Skills in achieving results through persuading, influencing and working with others
- Skills in facilitating meetings effectively and efficiently and to resolve conflicts as they arise

Required Skills and Experience

Profile required (max 100 points in total):

- Master degree in a relevant field such as social sciences, biodiversity, land use management and ecosystem services (either with ecological or socio-economic background) and with professional specialization in issues of biodiversity and ecosystem management. (max. 10 pts)
- At least 15 years of overall professional experience, with incremental responsibilities, preferably with some experience in the UN system. (max. 10 pts)
- At least 7 years of experience and in-depth knowledge of biodiversity and ecosystem management issues in the context of project design, management or oversight at the international level, is an eliminary requirement. (max. 10 pts)

- Demonstrated track record in the preparation of documents, project proposals, evaluation reports and, preferably also, publications within the theme of biodiversity, ecosystem services and land-use is a highly sought qualification for this position. (max. 20 pts)
- Knowledge of wildlife crime issues, policies and programs in Southern Africa is highly desirable. (max. 10 pts)
- Specific experience with GEF project development, with a demonstrated track record in preparation of PRODOCs, is an eliminary requirement. (max. 15 pts)
- Excellent mastery of written English is an eliminary requirement. (max. 10 pts)
- Good working level of Kiswahili will award 2/3 of max points for this aspect, while excellent skills in written Kiswahili will award full points. (max. 15 pts)

International Wildlife Crime Specialist

Job Title	UNDP GEF Preparation Grant International Consultant: International Wildlife Crime Specialist
[Target date for publishing]	01-03-2017
Scope of advertisement	Globally advertised (Including jobs.undp.org)
Category (eligible applicants)	External
Brand	UNDP
Practice Area	Environment and Energy
Application Deadline	Two weeks after advertisement
Type of Contract	Individual Contract
Post Type and Level	International Consultant
Duty Station	Home Based with Some Travel, Kenya
Languages Required (1)	English
Languages Required (2)	Kiswahili
Starting Date (date when the selected candidate is expected to start)	21-03-2017
Duration of Initial Contract	Up to 35 effective working days in 2017, according to PPG Timeline attached to TOR
Expected Duration of Assignment	Through end Dec 2017, comprising max. 35 working days in the period, to be remunerated according to satisfactory monthly reporting and quality of deliverables
Profile (to be further developed when completing the TOR)	See further down.

Description of Responsibilities
<p>Function as the expert advisor in all matters pertaining to wildlife crime, working in close collaboration with the other PPG consultants, with the main goals of ensuring that state of the art knowledge and science on wildlife crime is included in the overall GEF documentation, with the help of the remainder of the multi-disciplinary teams in each country.</p> <p>Lead the implementation of the following PPG Activities:</p> <p>1.2) Comprehensive review of current capacity to combat wildlife crime in Kenya at national level</p> <p>Co-lead, together with other PPG consultants, the implementation of the following PPG Activities:</p> <p>1.3) Review of current effectiveness of law enforcement efforts in selected sites</p> <p>2.1) Design activities to strengthen national capacity (Component 1 of Project)</p> <p>3.1) Design activities to strengthen law enforcement within Tsavo and Mara ecosystems (Component 2 of project)</p> <p>Support other PPG consultants with the implementation of the following PPG Activities:</p> <p>1.1) PPG Inception Workshop</p> <p>1.4) Capacity assessment of site-level capacity to combat wildlife crime with a landscape approach</p> <p>3.2) Finalise plans for establishment of conservancies in Tsavo and Mara (Component 3 of project)</p> <p>4.1) Financial baseline assessment</p> <p>4.4) Leverage the project's co-financing</p> <p>4.5) Compose relevant and required chapters in the PRODOC for national validation</p> <p>4.6) PRODOC Validation Workshop</p> <p>4.7) Completion of project documentation in view of submission to the GEF</p> <p>Key Products / Deliverables:</p>

Description of Responsibilities

Deliverable 1)

Report of assessment of wildlife crime in Kenya using ICCWC's Wildlife and Forestry Crime Analytic Toolkit
*To be delivered by 28th May 2017*assuming starting in March**

Deliverable 2)

Assessment report of wildlife crime-related strategies implemented in Kenya, financial resources needs, Kenya's legal and policy framework for wildlife protection, capacity of key institutions to combat wildlife crime (including transboundary) and any implementation gaps or duplications, current storage and sharing of wildlife-crime related information, current security of the government's ivory stockpile – to include recommendations for strengthening all of the above.
To be delivered by 31st June 2017

Deliverable 3)

Assessment report of site-level capacity to combat wildlife crime in selected areas, including maps of poaching distribution data and assessment of investment needs
To be delivered by 15th July 2017

Deliverable 4)

Contribution to assessment report of site-level capacity to combat wildlife crime in selected landscapes through taking an integrated, landscape approach to wildlife protection and sustainable development
To be delivered by 30th July 2017

Deliverable 5)

Key contribution to design of national-level interventions based on national capacity assessment, including the design and costing of developing a national strategy to combat poaching and illegal wildlife trade; closing any loopholes in legislation; development of the structure of a Ministerial Committee on Wildlife Security and a National Wildlife Crime Unit incorporating all key institutions; design of a national information storage and sharing system for wildlife crime; a capacity building programme for key wildlife crime law enforcement staff; any actions needed to maximize security and usefulness of the ivory stockpile; design and presentation of baseline data for monitoring purposes
To be delivered by 15th July 2017

Deliverable 6)

Contribution to design of site-level interventions to strengthen law enforcement capacity, including structure of WTFs, increased involvement of private sector and communities, increased capacity of rangers and other ground-level law enforcement officers. To include technical and training resources required for improved anti-poaching and WTFs, and with baseline data gathered for indicators.
To be delivered by 15th July 2017

Deliverable 7)

Contribution to design of landscape-level interventions to improve wildlife protection in key landscapes, particularly with regards to feasibility study for community informant networks.
To be delivered by 30th August 2017

Deliverable 8)

Contribution to relevant chapters of the PRODOC
To be delivered by 7th September 2017

Proposed schedule of fee payments: **assuming starting in March**

- Contract signature: 10%
- 08 July 2017, upon clearance of Deliverables 1 - 4: 45%
- 22 September 2017, upon clearance of Deliverables 5 - 8: 25%
- Final payment expected by 30 Dec 2017, upon clearance of complete CEO Endorsement documentation: 20%

Competencies

- Promoting ethics and integrity, creating organizational precedents
- Building support and political acumen

- Building staff competence, creating an environment of creativity and innovation
- Building and promoting effective teams
- Creating and promoting enabling environment for open communication
- Leverages multi-disciplinary, institutional knowledge and experience
- Creates and cultivates networks of partners to promote UNDP's image
- Performed analysis of political situations and scenarios, and contributes to the formulation of institutional responses
- Leverages different experiences and expertise of team members to achieve better and more innovative outcomes
- Strong analytical and writing skills
- Ability to communicate effectively in order to communicate complex, technical information to both technical and general audiences
- Skills in negotiating effectively in sensitive situations
- Skills in achieving results through persuading, influencing and working with others
- Skills in facilitating meetings effectively and efficiently and to resolve conflicts as they arise

Required Skills and Experience

Profile required (max 100 points in total):

- Master degree in a relevant field such as law, economics, management, or even in ecology (as long as relevant for the sought specialty in wildlife crime) and with professional specialization in issues of wildlife crime. (max. 15 pts)
- At least 12 years of overall professional experience, with incremental responsibilities. (max. 10 pts)
- At least 5 years of experience with and in-depth knowledge of wildlife crime issues at the international sphere is an eliminatory requirement. (max. 15 pts)
- Demonstrated track record in the preparation of documents, project proposals, targeted reports and, preferably also, publications within the theme of wildlife crime, is a highly sought qualification for this position. (max. 15 pts)
- Specific experience with dealing with wildlife crime issues, fighting poaching in protected areas or working with ranger training and a demonstrated track record of applying feasible solution to these issues, is a highly sought qualification for this position in, preferably with experience from Africa or Asia, or both. (max. 20 pts)
- Knowledge of environmental issues, policies and programs in Eastern Africa is preferred, but not required. (max. 10 pts)
- Excellent mastery of written English is an eliminatory requirement. (max. 10 pts)
- Minimal working level of Kiswahili or of other UN language is a plus. (max. 5 pts)

Conservation Management Capacity Consultant

Job Title	UNDP GEF Preparation Grant International Consultant: Conservation Management Capacity Consultant
[Target date for publishing]	20-02-2017
Scope of advertisement	Globally advertised (including jobs.undp.org)
Category (eligible applicants)	External
Brand	UNDP
Practice Area	Environment and Energy
Application Deadline	Two weeks after advertisement
Type of Contract	Individual Contract
Post Type and Level	International Consultant
Duty Station	Home Based with Some Travel, Kenya
Languages Required (1)	English
Languages Required (2)	Kiswahili (desirable)
Starting Date (date when the selected candidate is expected to start)	20-03-2017
Duration of Initial Contract	Up to 20 effective working days in 2017, according to PPG Timeline attached to TOR
Expected Duration of Assignment	Through end Dec 2017, comprising max. 20 working days in the period, to be remunerated according to satisfactory monthly reporting and quality of deliverables
Profile (to be further developed when completing the TOR)	See further down.

Description of Responsibilities

Function as expert in capacity assessment and building in management and governance of wildlife resources, crime, intelligence (and other areas) at national and local levels, working in close collaboration with the other PPG consultants, with the main goals of ensuring that Kenya's capacity for combating wildlife crime and sustainably managing natural resources is maximized efficiently and effectively.

Co-lead, together with other PPG consultants, the implementation of the following PPG Activities:

- 1.2) Comprehensive review of current capacity to combat wildlife crime in Kenya at national level
- 1.3) Review of current effectiveness of law enforcement efforts in selected sites

Support other PPG consultants/contractors with the implementation of the following PPG Activities:

- 1.1) PPG Inception Workshop
- 1.4) Capacity assessment of site-level capacity to combat wildlife crime with a landscape approach
- 2.1) Design activities to strengthen national capacity (Component 1 of Project)
- 3.1) Design activities to strengthen law enforcement within Tsavo and Mara ecosystems (Component 2 of project)
- 3.2) Finalize plans for establishment of conservancies in Tsavo and Mara (Component 3 of project)
- 4.4) Leverage the project's co-financing
- 4.5) Compose relevant and required chapters in the PRODOC for national validation
- 4.6) PRODOC Validation Workshop
- 4.7) Completion of project documentation in view of submission to the GEF

Key Products / Deliverables:

Deliverable 1)

Assessment report of wildlife crime-related strategies implemented in Kenya, financial resources needs, Kenya's legal and policy framework for wildlife protection, capacity of key institutions to combat wildlife crime (including transboundary) and any implementation gaps or duplications, current storage and sharing of wildlife-crime related information, current security of the government's ivory stockpile – to include recommendations for strengthening all of the above.

*To be delivered by 31st May 2017*assuming starting in March**

Deliverable 2)

Contribution to assessment report of site-level capacity to combat wildlife crime in selected areas, including maps of poaching distribution data and assessment of investment needs

To be delivered by 15th June 2017

Deliverable 3)

Contribution to assessment report of site-level capacity to combat wildlife crime in selected landscapes through taking an integrated, landscape approach to wildlife protection and sustainable development

To be delivered by 30th June 2017

Deliverable 4)

Contribution to design of national-level interventions based on national capacity assessment, including support for the design and costing of developing a national strategy to combat poaching and illegal wildlife trade; development of the structure of a Ministerial Committee on Wildlife Security and a National Wildlife Crime Unit incorporating all key institutions; design of a national information storage and sharing system for wildlife crime; a capacity building programme for key wildlife crime law enforcement staff

To be delivered by 15th July 2017

Deliverable 5)

Contribution to design of site-level interventions to strengthen law enforcement capacity, including support for structure of WTFs, increased capacity of rangers and other ground-level law enforcement officers. To include technical and training resources required for improved anti-poaching and WTFs.

To be delivered by 15th July 2017

Deliverable 6)

Contribution to design of landscape-level interventions to improve wildlife protection in key landscapes, supporting particularly capacity needs for income-generating activities as well as general management, governance, financial and technical capacity to operationalize the conservancies. To include training resources and plans as necessary.

Description of Responsibilities

To be delivered by 30th August 2017

Deliverable 7)

Contribution to relevant chapters of the PRODOC

To be delivered by 7th September 2017

Proposed schedule of fee payments: **assuming starting in March**

- Contract signature: 10%
- 8 June 2017, upon clearance of Deliverables 1 - 3: 45%
- 22 September 2017, upon clearance of Deliverables 4 - 7: 25%
- Final payment expected by 30 Dec 2017, upon clearance of complete CEO Endorsement documentation: 20%

Competencies

- Promoting ethics and integrity, creating organizational precedents
- Building support and political acumen
- Building staff competence, creating an environment of creativity and innovation
- Building and promoting effective teams
- Creating and promoting enabling environment for open communication
- Leverages multi-disciplinary, institutional knowledge and experience
- Creates and cultivates networks of partners to promote UNDP's image
- Performed analysis of political situations and scenarios, and contributes to the formulation of institutional responses
- Leverages different experiences and expertise of team members to achieve better and more innovative outcomes
- Strong analytical and writing skills
- Ability to communicate effectively in order to communicate complex, technical information to both technical and general audiences
- Skills in negotiating effectively in sensitive situations
- Skills in achieving results through persuading, influencing and working with others
- Skills in facilitating meetings effectively and efficiently and to resolve conflicts as they arise

Required Skills and Experience

Profile required (max 100 points in total):

- Master degree in a relevant field such as business management, wildlife management, international development (as long as relevant for the sought specialty in management capacity) and with professional specialization in issues of institutional, governance and management capacity for wildlife conservation. (max. 15 pts)
- At least 12 years of overall professional experience, with incremental responsibilities. (max. 10 pts)
- At least 5 years of experience with and in-depth knowledge of capacity assessment and building for conservation or social development in the international sphere is an eliminator requirement. (max. 25 pts)
- Demonstrated track record in the preparation of documents, project proposals, evaluation reports is a highly sought qualification for this position. (max. 15 pts)
- Specific experience with dealing with wildlife crime issues, and management and governance of natural resources in Africa, particularly in Kenya (i.e., Wildlife Management Areas) and a demonstrated track record of applying feasible solution to these issues, is a highly sought qualification for this position. (max. 20 pts)
- Excellent mastery of written English is an eliminator requirement. (max. 10 pts)
- Minimal working level of Kiswahili or of other UN language is a plus. (max. 5 pts)