



REQUEST FOR PROJECT PREPARATION GRANT (PPG)
PROJECT TYPE: Full-sized Project
THE GEF TRUST FUND

Submission date: 26 August 2009

GEF PROJECT ID¹: 3900
GEF AGENCY PROJECT ID: 4219
COUNTRY(IES): Global
PROJECT TITLE: GEF IW:LEARN: "Strengthening IW Portfolio Delivery and Impact"
GEF AGENCY(IES): UNDP, UNEP,
OTHER EXECUTING PARTNER(S): UNOPS
GEF FOCAL AREA(s): International Waters
GEF-4 STRATEGIC PROGRAM(s): Cross-Cutting IW SP 1, 2, 3, 4
NAME OF PARENT/PROGRAM/UMBRELLA PROJECT (if applicable): N/A

A. PROJECT PREPARATION TIMEFRAME

Start date of PPG	01/10/2009
Completion date of PPG	30/09/2010

B. PAST PROJECT PREPARATION ACTIVITIES (\$)

List of Past Project Preparation Activities	Output of the Activities	Project Preparation Amount (a)	Co-financing (b)	Total c = a + b
Total Project Preparation Financing		0	0	0

C. PROPOSED PROJECT PREPARATION ACTIVITIES (\$)

Describe the PPG activities and justifications:

1. Identification, design and consensus on project activities
 The PPG phase will support work on preparing background information for the envisioned activities, including inter alia, identification of project needs and capacity gaps in term of info-system functionality, identification of key content matter and needs for the GEF IW Focal Area manual, definition of objectives and guidelines for learning exchanges/twinning drawing from IW:LEARN experience to date, definition of objectives and methodologies for land-water integration and dialog and categorization of work-to-date on mainstreaming of adaptation to climate variability into international waters projects especially identifying lessons and best practices for such mainstreaming.

An Inception Workshop will be held with all implementing partners and a representative set of stakeholders at the beginning of the PPG to discuss its implementation and reach agreement on the distribution of responsibilities. The Workshop will feature two "back-to-back" meetings which will involve two different sets of participants. The first meeting will address exclusively the technical aspects of the project's digitally-based activities, primarily involving Components 1 and 3b. The second meeting will incorporate all project partners

¹ Project ID number will be assigned by GEFSEC. If PIF has already been submitted, please use the same ID number as PIF.

to obtain consensus on all previously-discussed activities and define the management arrangements that will ensure the project delivers-as-one. Lines of accountability will be defined and a common understanding of the project's totality among all partners will ensure coherent delivery. The second meeting will also feature actual stakeholders of the project, i.e. representatives of GEF IW projects. Throughout the PPG implementation, multiple virtual meetings of partners will be conducted to obtain consensus.

2. Identification of additional partners & co-financing for project activities

The PPG component will finance activities to identify additional partners to both co-finance and support project implementation. The existing partnership is coherent, but many synergies exist with ongoing efforts by other institutions on the global scale. In addition, further institutions have expressed a desire to partner on given activities. Thus additional co-financing can be realized with such outreach efforts. Finally, this component will also support preparatory work for established activities, such as the linking of iwlearn.net to the UN-Water family of content platforms. Thus, the PPG will organize a donor consultation event, during the middle of implementation, which will introduce the project to additional partners and secure co-financing for it.

3. Stakeholder consultation and activity customization

To conduct this project, local and international consultants will be recruited to undertake the necessary stakeholder consultations and baseline/gap analysis required for the design of the project's activities. While the overall project design responds directly to requested services and new innovations, GEF IW:LEARN's activities must be perfectly aligned with the stated needs of its primary stakeholders, the GEF IW project portfolio. This PPG component will support direct dialogue with constituents to both market the project's outputs and ensure that they are effectively designed to meet specific project needs in a timely fashion. Consultants will be tasked with collaborating with all active and pipeline projects. Moreover, this information needs to be collected and organized in a way that can be further built on during project implementation. Such efforts will also provide opportunities for partnership building and widening of the GEF IW:LEARN global knowledge sharing network.

List of Proposed Project Preparation Activities	Output of the PPG Activities	Project Preparation Amount (a)	Co-financing (b)	Total c = a + b
1. Identification, design and consensus on project activities	Project annual workplan, roles and responsibilities defined, budget defined	90,000	120,000	210,000
2. Identification of additional partners & co-financing for project activities	Additional co-financing for the project, alignment of the project with global and regional processes	50,000	45,000	95,000
3. Stakeholder consultation and activity customization	Project activities that meet portfolio needs	80,000	85,000	165,000
Total Project Preparation Financing		220,000	250,000	470,000

D. FINANCING PLAN SUMMARY FOR PROJECT PREPARATION GRANT: (\$)

	Project Preparation	Agency Fee
GEF financing	220,000	22,000
Co-financing	250,000	
Total	470,000	22,000

E. PPG REQUESTED BY AGENCY(IES), FOCAL AREA(S) AND COUNTRY(IES)¹

GEF	Focal Area	Country Name/	(in \$)
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Agency		Global	PPG (a)	Agency Fee (b)	Total c = a + b
UNDP*	IW	Global	220,000	22,000	242,000
Total PPG Requested					

¹ No need to provide information for this table if it is a single focal area, single country and single GEF Agency project.

*- The PPG activities to be implemented by UNEP will be financed by this PPG through the Inter Agency Agreement between UNOPS and UNEP.

F. PPG BUDGET REQUEST

Cost Items	Total Estimated Person Weeks for GEF Grant (PW)	GEF (\$)	Co-financing (\$)	Total (\$)
Local consultants *	53	95,000	80,000	175,000
International consultants*	22	61,000	65,000	126,000
Travel**		60,000	45,000	105,000
Project Management			35,000	35,000
Misc		4,000	25,000	29,000
Total PPG Budget		220,000	250,000	470,000

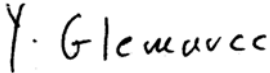
* the Annex A for Consultant cost details should be prepared first before completing this table. See notes on Annex A for the required detailed information.

** Travels mostly within the MENARID region of experts, and of the senior advisor(s) will be essential for the conduct of the PPG. They will include also field checks and meetings with officials and potential partners, including donors.

*** Funding will support outreach efforts in the form of communications and information dissemination-related costs.

G. GEF AGENCY(IES) CERTIFICATION

This request has been prepared in accordance with GEF policies and procedures and meets the GEF criteria for project identification and preparation.
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Agency Coordinator, Agency name	Signature	Date (Month, day, year)	Project Contact Person	Telephone	Email Address
Yannick Glemarec UNDP-GEF Executive Coordinator		26/08/09	Vladimir Mamaev, Regional Technical Advisor		Vladimir.mamaev@undp.org

Annex A

Consultants Financed by the Project Preparation Grant (PPG)

Position / Titles	\$/ Person Week ¹	Estimated PWs ²	Tasks to be performed
Local			
Event Coordinator	\$2,000	10.0	Identify possible location for the IWC6, Participate in the planning meeting(s), liaise with related IW learning initiatives, key stakeholders, make appropriate arrangements for the Sixth Biennial GEF IW Conference in 2011, and prepare a terminal report.
Information Technology and Communications Consultant	\$2,000	12.0	Develop a questionnaire for the identification of project needs in information and data technologies. Liaise with all IW project managers to follow up with questionnaires feedback. Prepare a gaps analysis report and proposal for the improvement of the IW:LEARN services. Design of a comprehensive searchable catalogue of GEF IW good practice and achievements taking into account existing efforts..
Training development specialist	\$1,500	8.0	Identify projects training needs, Develop a Training course and workshop on communication planning and techniques
Consultant (Stakeholders involvement)	2,000	3.0	Development of stakeholder involvement strategy, Identification of pilot case project for online stakeholder forum
Web/Database Archivist	\$2,000	4.0	Consolidate methodology and tools to archive web sites, data and information from closed IW projects
Learning Specialist	\$1,500	8.0	Definition of objectives and guidelines for learning exchanges/twinning Development of a gaps analysis methodology Identify new partnerships for global and regional dialogs.
Groundwater expert in MENARID	\$1,500	8.0	Identification of relevant groundwater management databases, knowledge and techniques in MENARID
International			
TDA/SAP development specialist	\$3,000	6.0	Review and identification of gaps in current TDA-SAP course and develop a strategy to incorporate new topics and approaches, design of the on-line training course
Programme specialist	\$3,000	4.0	Identification of key content matter and needs for the GEF IW focal area manual, design of the on-line training course
Editor	\$2,500	3.0	Identification of scope and feasibility for an GEF IW quarterly journal, identification of the editor and publisher
Ground water Consultant	\$2,500	3.0	Definition of objectives and methodologies for land-water integration and dialog
Consultant (Capacity Building)	\$2,500	2.0	Provide expert advice in the preparation of project activities in capacity building
Consultant (Climate change adaptation)	\$3,000	2.0	Provide expert advice in the preparation of project activities in climate change adaptation
Consultant (Public-Private Partnership)	\$2,500	2.0	Identify project with strong private-public partnerships and develop a strategy for it, develop private-public dialogue

¹ Or person month, if applicable. Please indicate clearly.

² Provide weeks or months as appropriate that corresponds to the rate provided in the previous column.