

IABIN Co-financing with Coordinating and Matching Grant Institutions

I. Example of a Coordinating Institution that Manages a Thematic Network: How the Protected Areas Thematic Network Functions

Implementation

The objective of the Protected Areas Thematic Network will be to promote the more effective sharing of information on protected areas within and between the countries of the region, building on and contributing to existing global experience in this area through close collaboration with the IUCN World Commission on Protected Areas and the UNEP World Conservation Monitoring Centre.

Protected Areas Thematic Network Timeframe

Activity	Year 1		Year 2		Year 3		Year 4		Year 5	
	1	2	1	2	1	2	1	2	1	2
1. Assemble a Technical Advisory Group to evaluate protected area information.										
2. Host workshop to analyze and prioritize protected areas information requirements from national protected areas systems.										
3. Disseminate tools for analyses (e.g. 1) the software, 2) support (taxonomic, programming – database and web), and 3) Internet databases to disseminate information and to allow for specific queries.										
4. Achieve consensus on information use policies										
5. Develop Web services and user interfaces for integrated searches of protected areas information										
6. Coordinate communications with Network participants regarding advances and changes in protocols and tools										
7. Create and maintain a protected areas expert database and directory										

These activities will be organized by a Coordinating Institution and the Technical Committee of Experts. The Coordinating Institution will be contracted out competitively.

Procurement process for choosing the Coordinating Institution

The procurement process for choosing the Coordinating Institution is as follows:

1. The Secretariat with IEC input prepares detailed terms of reference (TORs) for the activities of a CI.
2. The work is contracted out by the Executing Agency in accordance with World Bank procurement procedures. These procedures define the kinds of competitive procurement procedures to be followed, as a function of the size and type of the contract, and could exceptionally include sole-sourcing procedures.

3. A Technical Selection Committee convened by the Secretariat, acceptable to the IEC and the Executing Agency will evaluate detailed proposals. The Technical Selection Committee will be made up of 2 members of the executing agency, one technical and one procurement expert, up to two members of the IABIN Secretariat, a member of the IEC, and an outside expert.
4. The procurement process and final selection of a CI is subject to World Bank no-objection, as defined in the legal agreement.

The TORs for the activities of the CI will require co-financing, and should specify that maintenance of the TNs must be co-financed.

Products

Expected products are:

1. A prioritized and annotated assessment of the users of protected areas data at national and international levels, and the data required.
2. Adoption by IABIN of protocols and standards for protected area data, and their promotion within the region.
3. Dissemination of any necessary further guidance on the application of the IUCN protected area management categories within the region.
4. Recommendations on means for assessing and reporting on protected areas management effectiveness.
5. Prototype tools for integrated searches of protected areas also cross referenced with ecosystems, species and specimen information.

Cost.

GEF support:	\$230,000
Minimum Co-financing	<u>\$460,000.</u>
Total	\$690,000

Protected Areas Thematic Network Costs (000 US\$)

Activity	Year 1	Year 2	Year 3	Year 4	Year 5	Total
1. Host workshops to analyze information requirements from representative user groups.	40	40				80
2. Develop tools for accessing protected areas data	35	35				70
3. Develop Web services and user interfaces for integrated searches of protected areas, ecosystem, species and specimen information		20	10	20		50
4. Operate and maintain the protected areas information system						0
5. Coordinate communications with Network participants regarding advances and changes in protocols and tools		20				20
6. Create a protected areas expert database and directory	5	5				10
TOTAL	80	120	10	20	0	230

II. *Consultants' services under IABIN Subprojects (Matching Grants).*

Under component 2 of the project, a total \$1,370,000 will be awarded as matching grants to Eligible Institutions with high quality data, to support their efforts to improve the availability of critical data and metadata through the network.

A call for proposals will be published in IABIN's website and a technical selection committee of experts in the field, approved by the IEC, will rate the proposals to determine which institutions will receive the award. The Committee will review all proposals for matching grants with a view towards striking a sub regional balance (meaning for example that not all CIs and matching grants should be awarded to Institutions based in Central America). The selected institutions will sign an agreement (IABIN Subproject Agreement), with the GS/OAS. The selection committee will be formed with input from the IEC, and will always have on it the GS/OAS and the IABIN Secretariat Director. The Technical Selection Committee convened by the Secretariat will evaluate detailed proposals. The Technical Selection Committee will be made up of 2 members of the executive agency, one technical and one procurement expert, up to two members of the IABIN Secretariat, a member of the IEC, and an outside expert. Other specialists will be added to the selection committee based on the expertise needed to review the proposal allowing an independent expert evaluation. Once the analysis has been completed all proposal evaluations, selection committee participants, and selection committee criteria will be placed on www.iabin.net. (Note only the winning bids will be posted while the losing bids will be posted without actual ratings.) Grants will be in the range of 10-15k/year and may be multi-year. But can be smaller and only for one year. Efforts will be made to invite specialists from the CIs or those receiving a matching grant to be on the selection committee. It is hoped that serving on the selection committee will be considered prestigious, much like serving as a peer reviewer for a Journal article.

Evaluation to Award Grants – Procedure to evaluate Proposals

Matching grants will be awarded to institutions with high quality data, to support their efforts to improve the availability of critical data and metadata through the network. Please use the following criteria to evaluate the proposals. Institutions with the highest scores will qualify to receive grants. It is important that a subregional balance is achieved within each of the Content Programs during the life of the project. Grants will be in the range of 10-15k/year and may be multi-year to a maximum of 45k. But can be smaller and only for one year.

A call for proposals for matching grants will be published in IABIN's website and a technical selection committee of experts in the field, approved by the IEC, will rate the matching grant proposals to determine which institutions will receive the award. The Committee will review all proposals for matching grants with a view towards striking a sub regional balance (meaning for example that not all CIs and matching grants should be awarded to institutions based in Central America). The selected institutions will sign an agreement (IABIN Subproject Agreement), with the GS/OAS. The selection committee will be formed with input from the IEC, and will always have on it the GS/OAS and the

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Steps in the process:

- GS/OAS/IABIN Secretariat initiate call for proposals as indicated in the Annual Operating Plan up to 2 times a year. Request for proposals advertised on IABINfriends.
- Selection Committee chosen after input from the IEC for each thematic area as needed. IABIN Director and GS/OAS to be on all Selection Committees. The IEC will be invited to sit on Selection Committee.
- The Selection Committee qualifies the proposals and chooses the best proposals based on the allocation of funds for the year.
- Proposals not to be funded are notified.
- Winners are notified and invited to negotiate a contract with the GS/OAS. If this is successful (e.g., they need to show counterpart funds, assignation of personnel, etc.) then contract is signed. If not, go on to next choice.
- Results and proposals are posted on the web.

Application Form for Matching Grants

Name of Institution: _____

Country: _____

Objective of Proposal:

Criteria	Scale	Score	Remarks
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Commitment to IABIN standards and protocols	Yes/No		A NO indicates that the proposed Matching Grantee is not willing to accept IABIN Standards and Protocols. With a NO then, the proposed Grantee is disqualified.
Commitment to public access	Yes/No		A NO indicates that the proposed Matching Grantee is not willing to share data that was in part facilitated by IABIN. With a NO then, the proposed Grantee is disqualified.
Relevance to multiple countries and Hemipsherioc IABIN initiatives	1 to 30		
Impact of filling data gaps	1 to 30		
Linkage to IABIN thematic priorities	Yes/No		
Availability of co-financing (beyond 1:1)	1 to 20		
Assignment of qualified personnel	1 to 20		
TOTAL SCORE			

Date of Evaluation: _____

III. TRACKING OF COUNTERPART FUNDING FOR EACH OF THE COORDINATING INSTITUTIONS AND THE MATCHING GRANTS

A) Questionnaire posted in the Project's Website

Institutions will have access to an Internet based questionnaire that will be posted in the Project's website, with simple questions that will walk the user through all the possible cofinancing categories for each project component. Most answers will be available as a drop-down list that can be selected with a click of the mouse, and others will be blank spaces to be filled with information.

Users will submit the form via the Internet directly to OAS and/or IABIN Secretariat (answers will arrive in a simple format via e-mail), where a person will review and input into an Access Database designed specifically to track cofinancing for the Project.

Below is a basic design of the questions and the screens that would appear as the user provides the relevant information. Drop-down list of answers will correspond to fields in the access database, which also follows the OAS chart of accounts. Reports will answer queries about cofinancing by component, country, institution, and category.

PAPER DESIGN OF VIRTUAL QUESTIONNAIRE

Lines indicate a new screen.

Initial Screen:

- Statement thanking user for the information that he/she is about to provide
- Statement with instructions: (example: please provide information about the activities and expenses that your institution has funded as part of your co-financing commitment to the network. (exclude all funds provided by the project)

Country (drop-down list of 34 countries)

Institution (drop down list of 75 institutions)

Please select name of your institution – if not included select ‘other’ and add name in blank text box.

Component (select one of the four project components) (Note: at the end user will be able to return to this screen to provide information for additional components or to end session)

Example: User selects component 1 – Interoperability and Access to Data.

Type of Co-financing (drop-down list)

Personnel Costs (drop-down list for each one; see chart of accounts)

Travel

Documents

Equipment & Supplies

Building & Maintenance

External Service Contracts

Other Costs

The following values are estimates of the core cofinancing per component:

Component 1 – Interoperability and Access to Data

Approximately \$7.04 millions of cofinancing (core: \$4.46 millions)

- US\$2.96 million – Coordinating Institutions providing personnel, connectivity, equipment and software development for the creation of thematic networks.
- US\$1.5 million – US Government providing personnel, connectivity, equipment and software for the creation of the Catalog System and the Invasive Species Thematic Network

Component 2 – Data Content Creation

Approximately \$10.7 millions of cofinancing (core: \$5.47 millions)

- US\$2.22 million – Eligible Institutions (matching grants) providing personnel, connectivity, equipment and software for the creation of content for the thematic

networks. Travel expenses and per diem to attend training sessions will also be considered.

- US\$3.25 million – US Government providing personnel, connectivity, equipment and software for the creation of content for the Catalog System and the Invasive Species Thematic Network.

Component 3 – Tools for Decision-Making

Approximately \$3.75 millions of cofinancing (core: \$1.7 millions)

- US\$1.0 million - Coordinating Institutions providing personnel, equipment, connectivity or software development.
- US\$0.7 million – US Government providing personnel, equipment, connectivity or software development

Component 4 – Sustainability of IABIN

Approximately \$6.43 millions of cofinancing (core: \$1.15 million)

- US\$0.25 million – City of Knowledge Foundation as documented in a signed Letter of Agreement with the IEC for IABIN Secretariat
- US\$0.90 million – US Government for the development of the portal and other related activities, as documented in letter of support.

Component 5 – Project Administration

Approximately \$1.4 million of cofinancing (core: \$1 million)

- US\$1 million – Organization of American States

D) Design of Access Database

Database will consist of the following four tables with relationships among all, so that it will be possible to generate reports in response to queries by country, component, institution or expenditure category.

Table 1 – Project Components

Cost Center 1	Interoperability and Access to Data
Cost Center 2	Data Content Creation
Cost Center 3	Tools for D-Making
Cost Center 4	Sustainability of IABIN
Cost Center 5	Project Administration

Table 2 – Expenditure Categories

50100	PERSONNEL COSTS
50400	TRAVEL
50500	DOCUMENTS
50600	EQUIPMENT & SUPPLIES
50700	BUILDING & MAINTENANCE
50800	EXTERNAL SERVICE CONTRACTS
50900	OTHER COSTS

Table 3 – Countries

01	Antigua and Barbuda
02	Argentina

- 03 Bahamas
- 04 Barbados
- 05 Belize
- 06 Bolivia
- 07 Brazil
- 08
- 09 Chile
- 10 Colombia
- 11 Costa Rica
- 12
- 13 Dominica
- 14 Dominican Republic
- 15 Ecuador
- 16 El Salvador
- 17 Grenada
- 18 Guatemala
- 19 Guyana
- 20 Haiti
- 21 Honduras
- 22 Jamaica
- 23 Mexico
- 24 Nicaragua
- 25 Panama
- 26 Paraguay
- 27 Peru
- 28 St. Kitts and Nevis
- 29 Saint Lucia
St. Vincent and
- 30 Grenadines
- 31 Suriname
- 32 Trinidad and Tobago
- 33
- 34 Uruguay
- 35 Venezuela

Table 4 – Participating Institutions (will increase as necessary)

- 01 Asociación Boliviana para la Conservación – TROPICO (Bolivia)
- 02 Autoridad Nacional de Ambiente Panamá
- 03 BioNET International
- 04 Bird Life International
- 05 CaribHerp – Pennstate University (US-Caribbean)
- 06 CCAD
- 07 Centro de Estudios Conservacionistas (CECON), Universidad de San Carlos (Guatemala)
- 08 Centro de Malacologia, Universidad Centroamericana de Managua (Nicaragua)
- 09 CIAT (Colombia)
- 10 Ciudad del Saber - Fundación (Panama)
- 11 Colección Boliviana de Fauna (Bolivia)
- 12 Commission For Environmental Cooperation
- 13 Comité Nacional Pro Defensa de la Flora y Fauna - Amigos de la Tierra (CODEFF) (Chile)
- 14 Conabio (Mexico)

- 15 Consortium for Caribbean (MCZ Harvard University) (US-Caribbean)
- 16 Convenio Andres Bello (CAB)
- 17 Corporación Nacional Forestal (CONAF) (Chile)
- 18 CRIA (Brazil)
- 19 Fundacion La Salle de Ciencias Naturales (FLASA) (Venezuela)
- 20 Fundación de Historia Natural Félix de Azara (Argentina)
Grupo de Conservación de Germoplasma ex situ de Raíces y Tuberosas Andinas (RTA's) Univ Ricardo Palma
- 21
- 22 Escuela Politecnica Nacional del Ecuador
- 23 Fundacion Habitat
- 24 Guyra Paraguay
- 25 Herbario Nacional de Bolivia
- 26 Herbario Nacional de Ecuador
- 27 I3N (NBII) (USGS)
- 28 IABIN Focal Points of participating countries
- 29 IADIZA-CRICYT
- 30 INBio (Costa Rica)
- 31 Instituto Alexander von Humboldt (Colombia)
- 32 Instituto de Botánica Darwinion (Argentina)
- 33 Instituto Geográfico de Venezuela
- 34 MINAE Costa Rica
- 35 Ministerio de Ciencia y Tecnología de Venezuela
- 36 Ministerio del Ambiente y Recursos Naturales (MARENA) (Nicaragua)
- 37 Ministry of Environment Haiti
- 38 MIZA (Venezuela)
- 39 Museo Argentino de Ciencias Naturales (MACN) (Argentina)
- 40 Museo de la Plata -- Argentina
- 41 Museo de Zoología, Universidad de Costa Rica
- 42 Museo Entomologico de Leon (Nicaragua)
- 43 Museo Nacional de Costa Rica
- 44 Museo Nacional de Historia Natural (Chile)
- 45 National Biodiversity Network
- 46 NatureServe (Infonatura) (US)
- 47 NORAD
- 48 Organization of American States (OAS)
- 49 Secretariat Host
- 50 SERNA (Honduras)
- 51 Servicio Agrícola y Ganadero (Chile)
- 52 Smithsonian Panamá
- 53 The Bahamas Environment, Science and Tech Comission (Ministry of health and env)
- 54 The Nature Conservancy
- 55 UNEP (GRID)
- 56 UNEP Caribbean CAR RCU
- 57 UNEP Mexico
- 58 Universidad Austral (Chile)
- 59 Universidad de Concepción (Chile)
- 60 Universidad de los Andes (CVULA)
- 61 Universidad de los Andes (ULABG) (Venezuela)
- 62 Universidad de Panamá
- 63 Universidad Nacional de Tucumán (Argentina)
- 64 Universidad Nacional del Nordeste - Fac. Ciencias (UNNE) - Colección herpetologica Corrientes

- 65 University of California, Davis (Information Center for the Environment)
- 66 University of Suriname
- 67 USGS/EROS Data Center
- 68 USGS/NBII
- 69 West Indian Whistling-Duck
- 70 Development Grant Facility (WB)
- 71 WB Colombia Disaster Management Project (WB)
- 72 WB Development Gateway
- 73 WB Env. SALs (Mexico, Brazil)
- 74 WB Honduras Disaster Vulnerability (support to SINIA)
- 75 WB Second Rural Municipality Project (support to SINIA)
- 76 WB/MBC/Dutch Trust Fund