

GOVERNMENT OF THE COMMONWEALTH OF DOMINICA

MINISTRY OF AGRICULTURE, FISHERIES, BLUE AND GREEN ECONOMY

**MINISTRY OF ENVIRONMENT, RURAL MODERNISATION, KALINAGO
UPLIFTMENT AND CONSTITUENCY EMPOWERMENT**

Leveraging Eco-Tourism for Biodiversity Protection in Dominica (LETBP)

TERMS OF REFERENCE

Position title	Consultancy Services
Project activity	Development of the final Management Plans for the Morne Trois Pitons and the Morne Diablotin National Parks
Location	EALCRP Project Implementation Office
Duration	9 months
Procurement Plan Ref. #	DM-MOERMKU-444850-CS-CQS
Tentative Start Date	October 2024

I. Background

The Government of the Commonwealth of Dominica has received the grant funding from the Global Environment Facility (GEF), the world's largest funder of biodiversity protection, nature restoration, pollution reduction, and climate change, for the implementation of the project “*Leveraging Eco-tourism for Biodiversity Protection in Dominica*” (LETBP). GEF financing is channelled through the World Bank, as a GEF ‘implementing agency’. As such, LETBP is being implemented alongside other World Bank financed operations in Dominica, namely Emergency Agricultural Livelihoods and Climate Resilience Project (EALCRP).

The EALCRP is part of an overall developmental partnership initiative supporting medium and long-term recovery in Dominica after the devastating effects of Hurricane Maria, while LETBP focuses on leveraging Dominica’s natural environment as a driver of economic resilience, in line with the National Biodiversity Strategy and Action Plan 2014-2020 and the National Resilience Development Strategy 2020-2030. This overall program of support complements and is aligned with other development partner initiatives and fills critical gaps for agricultural development and biodiversity conservation.

A Project Implementation Unit (PIU) established within the Ministry of Agriculture, Fisheries, Blue and Green Economy (MAFBGE) coordinates the day-to-day management and execution of the EALCRP and will also support the administration of the LETBP project in joint execution with the Ministry of Environment, Rural Modernisation, Kalinago Upliftment and Constituency Empowerment (MERMKUCE). The PIU works in close coordination with the Central Services Unit (CSU), under the Climate Resilience Execution Agency of Dominica (CREAD), which supports on procurement, social and environmental risk management, and financial management, and serves as a shared resource for all World Bank financed project in Dominica.

II. Project Description

Leveraging Eco-tourism for Biodiversity Protection in Dominica (LETBP)

The LETBP project aims to coordinate and optimize the Government's approach to Protected Areas (PAs) management and forest systems and support the Government in its efforts to conserve biodiversity as part of its pursuit to establish Dominica as an eco-tourism destination. This will be achieved by improving regulation and enforcement of its natural capital, and by improving the Government's capacity to manage PAs in line with international best practice to simultaneously promote biodiversity conservation and economic development. The project consists of three components each addressing key pillars for eco-tourism and biodiversity protection and mutually supporting the overall Project Development Objective "*to improve management of Dominica's three national parks and the Waitukubuli National Trail*".

Key barriers identified to be addressed through the project implementation include (a) a limited integration of PAs planning and management into national key development processes (land-use planning, agriculture, forestry management, etc.); (b) a lack of awareness at the decision-making level of the value of the country's biodiversity; and (c) insufficient baseline data, weak monitoring capacities, and information needed to measure threats at the ecosystem level. Project components set out policy, investment, and capacity building and awareness raising interventions to promote conservation through the development opportunities provided by nature-based tourism, in pursuit of the Project Development Objective and Dominica's National Biodiversity Objective.

The first component (*Protected Areas Planning*) will support strengthening the institutional framework for PAs planning and management for three national parks (The Morne Trois Pitons National Park, The Morne Diablotin National Park and The Cabrits National Park) and the Waitukubuli trail network. This component will also assist in improving national and local capacities for PA monitoring and management through a strong stakeholder engagement approach and will include a thorough assessment on the role and value of ecosystem services as well the impact of Invasive Alien Species (IAS). The second component (*Biodiversity and Sustainable Ecotourism Operations*) will enhance the physical and institutional environment for the protection of biodiversity through the sustainable use of landscapes along the Waitukubuli National Trail (WNT) and in the three National Parks. This component will also improve financial management and visitor management which will greatly contribute to revenue mobilization, increased visitor experience and promotion efforts. The third component (*Sustainable Livelihoods*) will support enhanced opportunities for sustainable livelihoods for the Kalinago Community along the Waitukubuli National Trail and the areas surrounding PAs to engage in and benefit from Dominica's nature-based tourism sector. This will be accomplished through investment in sustainable land use and through the preservation and inter-generational transfer of traditional Kalinago knowledge and livelihood training to better integrate in tourism value chains.

The project will strengthen biodiversity protection, financial management and build capacity for the national parks and the national trail system personnel, as well as local communities. The direct project beneficiaries include communities and their members in targeted landscapes, farmers, tour guides, entrepreneurs, small and medium enterprises (SMEs) and community-based organizations (CBOs). Women, including within the Kalinago Community, bear the heavy burden of ensuring the livelihood sustainability of rural households and as of such are expected to benefit significantly. Benefits are expected to include improved access to skills training for business development, finance and markets, improved local governance, and subsequently more profitable community- or individually- owned businesses and increased household income, all while promoting conservation of Dominica's rich biodiversity endowment.

III. Objective of Assignment

The purpose of this consultancy is to provide Services for the update of the Management Plans for the Morne Trois Pitons National Park (MTPNP) and the Morne Diablotin National Park (MDNP) within the first Component of the LETBP project under the activity *Development of the final Management Plans for three national parks*.

The creation of final drafts of management plans must be carried out through a structured planning process, according to the principles of participatory planning and adaptive management. The planning process, as well as the content and structure of management plans, should follow the IUCN *Guidelines for management planning of protected areas*, and the *UNESCO Operational Guidelines for the Implementation of the World Heritage Convention*, for the Morne Trois Pitons National Park in particular.

In accordance with the *Guidelines for management planning of protected areas*, the process of developing the final drafts of management plans for national parks will be performed in three stages:

1. Preparation and structuring of the planning process.
2. Determining the context and development of the core part of the plan.
3. Preparation of the final drafts management plans.

The development of the management plans will include undertaking an environmental and socioeconomic inventory and analysis.

Specific Objectives:

The final drafts of management plans for the Morne Trois Pitons National Park and the Morne Diablotin National Park should reflect the existing protected areas management framework through a synthesis of all national policies, strategies, and plans, as well as international commitments, and arrangements in comparison to current practices and the proposed improved management arrangements.

The management planning process should be performed through a structured and highly participatory planning approach, considering findings, analyses, and recommendations derived from previous planning documents, the most recent available data and inventory records.

The management planning process should consult at least the following existing national policies and planning documents:

- National Forest Policy 2022
- Dominica Forest Note, WB 2021
- The Morne Trois Pitons National Park Improved Management Plan, UNDP 2018
- Updated design of buffer zones for the Morne Trois Pitons National Park, UNDP 2018
- National Protected Areas System Plan, UNDP 2020
- The Morne Trois Pitons National Park Co-Management Plan, UNDP 2020
- The Morne Diablotin National Park Improved Management Plan, CCCCC 2011
- Sustainable management plan and structure for the Waitukubuli National Trail, 2013
- National Agriculture Policy 2020-2030.

In the case of the Morne Diablotin National Park, the management planning team should closely liaise with the team engaged in Demarcation and the buffer zone establishment that will be performed in parallel to this assignment.

The core parts of the final draft of the management plan include:

- Evaluation of the previous management planning documents for respective protected areas,
- Evaluation of the state of the protected area values with an emphasis on the target species and habitat types based on the analysis of available data,
- Stakeholders' analysis with the definition of levels and ways for their inclusion in the planning process and capacity building programme, and
- Consultation with all relevant stakeholders to revise management goals (based on the evaluation of the protected area state, goals, and measures for conservation of species and habitat types and other present values) and to define appropriate activities and the management plans' implementation monitoring framework.

The final draft of the management plan must include the following chapters:

1. Introduction and context
2. Planning process and stakeholder engagement
3. Description of the Protected Area values
4. Protected Area Management
 - a) Evaluation of the situation by topic, definition of general and special management objectives and indicators; management activities and indicators for the implementation, priorities, time schedule and partners etc.
 - b) Zoning
 - c) Budget plan

5. Literature

6. Annexes

The Stakeholder analysis for the Morne Trois Pitons National Park will serve for the development of Capacity Building Guidelines that will be further used for the development of an Education and Communication plan for the park co-management.

IV. Key Responsibilities

1. Conduct preparatory activities that include a literature review and preparation of the detailed work plan. The proposed work plan should include the methodology for the planning process and should take into consideration existing policies, strategies, and planning documents approved by the Cabinet or the Ministry of Environment, Rural Modernisation, Kalinago Upliftment and Constituency Empowerment (MERMKUCE).
2. Prepare a stakeholder analysis that contains a stakeholder engagement plan and a comparative analysis of human capacities, resources, and organizational procedures that are currently in place in the national parks system and those that will be needed for the implementation of improved management.
3. Conduct extensive stakeholder consultations (workshops, conducted and/or semi-conducted interviews) to update management priorities and conservation strategies that address critical threats to biodiversity and ecological functioning for respective protected areas. At least three group stakeholder workshops with at least 15 participants from different stakeholder groups for each management plan.
4. Conduct a biodiversity inventory review and prepare a socio-economic analysis integrating social and environmental considerations in the proposed improved management and planning.
5. Develop an improved management framework for protected areas taking into consideration ecological conditions, key species, invasive alien species, land uses, agriculture practices, watershed management, tourism activities, infrastructural projects in the protected areas' proximity, and socioeconomic factors.
6. Prepare the final draft management plans that will consider comments and final inputs from all stakeholders and the wider public. An improved management framework for both national parks should be presented to a wider public in a simplified infographic manner.

V. Qualifications and Experience Required

The contracted company should have a core business in protected areas planning and management with over 10 years of experience.

The contracted company should:

- Present a past portfolio of at least 5 similar projects or assignments;
- Show previous experience in conducting similar assessments in the Caribbean or small island developing states (SIDS); and
- Demonstrate previous experience working with international development agencies.

The service will be provided through the activities of the team leader and additional experts that the contractor must make available during the execution of the assignment.

The Team shall consist of, at minimum:

- Team Leader,
- Expert for forest and wildlife management,
- Capacity Building Expert.

The Team Leader must possess the following minimum requirements:

1. Advanced university degree (MSc, equivalent or higher) in one of the key areas of expertise (e.g., natural resource management, ecology, environmental economics, ecotourism) or another related educational background.
1. At least 7 years of relevant project management experience.
2. Demonstrated experience working with national governments, communities, and diverse stakeholder groups.
3. At least 5 projects with similar assignments, outlining the description of work and specific role.
4. Proof of experience in applying or engaging in community participatory approaches to natural resource management.
5. Demonstrated experience leading field and/or research teams relative to Natural Resources Management and Planning.
6. Knowledge of the World Bank Environmental and Social Policies.
7. Strong teamwork skills and the ability to understand team needs and develop ideas to meet the assignment objectives.
8. Ability to meet deadlines and prioritize multiple tasks.
9. Fluency in English with the ability to write in a clear and concise manner.
10. Proficiency in the use of Microsoft Office Applications and software for the design of communication materials.

The Expert for forest and wildlife management, must possess the following minimum requirements:

1. University degree (bachelor, equivalent or higher) in one of the key areas of expertise (e.g., forest and wildlife management, conservation biology, botany, ecology) or another related field. An associate degree with a minimum of 15 years of practical work experience in a

related field will also be considered.

2. At least 7 years of relevant experience as an expert in the forest and wildlife management. Experience working in tropical ecosystems will be considered as advantage.
3. At least 5 projects in Protected Areas planning and management, including terrestrial inventories or similar, with a description of work and specific role.
4. Good knowledge of forestry surveying and GIS mapping.
5. Strong teamwork skills and the ability to understand team needs and develop ideas to meet the assignment objectives.
6. Ability to meet deadlines and prioritize multiple tasks.
7. Work experience in the Caribbean would be an asset.
8. Fluency in English with the ability to write in clear and concise manner.
9. Ability to communicate in Creole language will be considered an asset.

The Capacity Building Expert must possess the following minimum requirements:

1. Advanced university degree (MSc, equivalent or higher) in one of the key areas of expertise (e.g., natural resource management, community development) or another related field.
2. At least 7 years of professional experience in Protected Areas planning and management, or development of sustainable tourism in protected areas.
3. At least 5 projects working with local communities and/or indigenous people, conducting beneficiary consultations, and stakeholder engagement/participation.
4. Demonstrated understanding of social safeguard procedures and track record in contributing to social research and analytical reporting.
5. Strong teamwork skills and the ability to understand team needs and develop ideas to meet the assignment objectives.
6. Work experience in the Caribbean would be an asset.
7. Fluency in English with the ability to write in clear and concise manner.

VI. Reporting & Quality Assurance

To the Project Implementation Unit Office and the Forestry, Wildlife and Parks Division.

The Service Provider shall operate a Quality Assurance (QA) system throughout the execution of the engagement. The nature of the QA system will be described in the response to Call for Bids.

Quality control by the Service Provider shall include a check list containing the following: Detailed Work Plan, Stakeholder Analysis, Environmental and Social Analysis, Workshops signature lists, Draft Management plans for MTPNP and MDNP, Capacity Building Guidelines, Communication materials etc.

VII. Terms of Assignment

The contract is expected to be awarded for a duration of nine (9) months. The assignment is expected to commence in October 2024.