

GOVERNMENT OF THE COMMONWEALTH OF DOMINICA

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

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

TERMS OF REFERENCE

Position title	Technical Consultant-Development of the Waitukubuli National Trail Management Plan
Project activity	Revision of existing legal arrangements and management of the WNT
Location	EALCRP Project Implementation Office
Duration	9 months
Procurement Plan	DM-MOERMKU-444847-CS-INDV
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 develop a management plan for the Waitukubuli National Trail (WNT) within Component one (1) of the LETBP project under the activity ‘*Revision of existing legal arrangements and management of the Waitukubuli National Trail (WNT)*’.

The objective of the assignment is to develop the Waitukubuli National Trail Management Plan, in a highly participatory manner and following best practices worldwide. The result will be an improved management framework and it will provide sustainable trail guidelines for operational aspects of trail management to include conservation, maintenance, utilization, financing, promotion, safety, etc. The proposed Waitukubuli National Trail Management Plan should consult the existing “Sustainable Management and Structure for the Waitukubuli National Trail”. This is a report that was prepared by the Waitukubuli National Trail Management Unit in 2013 as the management framework for the first phase of the WNT operation and management. The Waitukubuli National Trail Management Plan should include:

- establishing new co-arrangements with private landowners along the WNT that will be assessed by the Land Tenure Specialist under Component one (1) of the project.
- a new user-fee schedule that will be developed by the Financial Management Specialist under Component two (2) of the project.

The technical consultant for the development of the Waitukubuli National Trail Management Plan will work in close collaboration and coordination with the Forestry, Wildlife and Parks Division of the Ministry of Environment, Rural Modernisation, Kalinago Upliftment and Constituency Empowerment, Director of Surveys and Commissioner of Lands, the Ministry of Tourism and Discover Dominica Authority (DDA), as well as the Project Implementation Unit (PIU).

Specific Objectives:

1. Develop the Waitukubuli National Trail (WNT) Management Plan to include standard operating procedures, coordinating mechanisms and human resources (advisory, managerial, and operational).
2. Work in close collaboration with the Land Tenure Specialist who will assess all legal arrangements related to private lands for all 14 segments of the trail.
3. Work in close collaboration with the Financial Management Specialist who will review the existing user-fee schedule.
4. Develop the database of all service providers along the trail.

The content of the Waitukubuli National Trail Management Plan should include at a minimum:

1. Introduction and Background
2. Governance and Administration (human resource-advisory, managerial, operational)
3. Financial Framework
4. Improved Trail Management and coordination mechanisms (including existing and future co-management arrangements with private landowners and service providers along the trail)

5. Sustainable Trail Management Guidelines
6. Visitor Management Plan
7. Promotion and Branding
8. Safety which must include emergency exit routes, telephone capabilities, preparation of tour guides (search and rescue)
9. Appendices: Stakeholder list, List of service providers along the trail, etc.

IV. Key Responsibilities

- 1) Conduct literature reviews:
 - Sustainable Management and Structure for the Waitukubuli National Trail, Waitukubuli National Trail Management Unit 2013
 - Audit And Design of Civil Works for Rehabilitation of The Waitukubuli National Trail (WNT)
 - National Forest Policy 2022
 - Dominica Forest Note, WB 2021
 - National Parks and Protected Areas Act (Chapter 15 of 1975)
 - Forests Act (Chapter 60:01/02)
 - Forestry Wildlife and Protected Areas Act (No. 12 of 1976)
 - Physical Planning Act
 - National Protected Areas System Plan, UNDP 2020
 - The Waitukubuli National Trail Policy and Institutional Context and Issues, Waitukubuli Ecological Foundation, CANARI 2002.
- 2) Review the existing legislative and institutional framework for the WNT and propose recommendations for a new legally binding management structure.
- 3) Develop Sustainable Trail Guidelines which will determine conditions and standards on all aspects of planning, design, and construction that will assist in the proper use, maintenance, and management of WNT and trail facilities (Operational Manual).
- 4) Work in close collaboration with the Land Tenure Specialist to:
 - Assess legal arrangements related to private lands for all segments, and
 - Examine implications of proposed co-management arrangements as a part of the land tenure process.
- 5) Work in close collaboration with the Financial Management Specialist to:
 - Review the current user fee and to propose a new user fee schedule for the WNT, and
 - Determine whether a separate account is needed for the maintenance and operations of the WNT.
- 6) Conduct four (4) workshops
 - Workshop 1-in collaboration with Financial Management Specialist on user fees, visitor management and trail sustainability,
 - Workshop 2-in collaboration with Land Tenure Specialist on legal arrangements and co-

- management arrangements,
 - Workshop 3-Decision-making (Forestry Division, Tourism, Physical Planning Division, Lands and Surveys, Ministry of Finance etc.),
 - Workshop 4-With stakeholders/communities to present findings and draft recommendations
- 7) Perform field visits for at least three (3) segments of WNT that will be defined in the inception phase of this consultancy as the most suitable for the assignment. Field trips will be organized in collaboration with the Forestry Division and the PIU.
 - 8) Research what businesses (service providers) exist along the trail or nearby (1 kilometre radius) and develop a database that will be available online. Note: Service providers along the trail should be directed through the media (local radio stations, newspapers, Forestry and Discover Dominica Authority Facebook pages) to add their contacts and geographical location to the database or edit their existing information.
 - 9) Review the WNT web page (<https://waitukubulitrail.dm/>) and develop guidelines for its full functionality and future management.

V. Qualifications and Experience Required

Qualifications and Experience

1. University degree (bachelor's or higher) or equivalent professional qualification in Natural Resource Management, Forestry, Ecology, Eco-tourism, Protected Areas planning and management.
2. At least 7 years of professional experience in natural resources management.
3. At least 5 similar projects or assignments.
4. Demonstrated experience working with national governments, communities, and diverse stakeholder groups.
5. Demonstrated experience in conducting beneficiary consultations, and stakeholder engagement/participation.
6. Experience in developing planning and management documents and analysis for long-distance trails is an asset.
7. Fluency in English with the ability to write in a clear and concise manner. Dominican Creole will be an asset.

Skills

1. Excellent interpersonal and communication skills.
2. Ability to meet deadlines and prioritize multiple tasks.
3. The ability to communicate complex procedures among various stakeholders.
4. Proficiency in the use of Microsoft Office Applications and software.
5. Strong teamwork skills and the ability to understand team needs and develop ideas to meet the assignment objectives.
6. Attention to detail.

VI. Reporting

The Consultant will report on a regular basis to the Project Implementation Unit Office and the director of the Forestry, Wildlife and Parks Division as per the deliverable timelines below in a format to be decided once contracted.

VII. Terms of Assignment

Specific Deliverable	Timeline
Submission of an inception report to include the methodology and timelines for the development of the Waitukubuli National Trail (WNT) Management Plan, a draft of the table of contents outline.	One (1) month after signing of contract
Submission of a report following the four (4) stakeholder workshops.	Four (4) Months after signing of contract
Submission of a database of businesses which exist along the trail or in close proximity and guidelines for the WNT web page.	Five (5) months after signing of contract
Submission of the draft Waitukubuli National Trail (WNT) Management Plan and proposal of recommendations including the improved management framework and a new user fee structure.	Seven (7) months after signing of contract
Submission of the final Waitukubuli National Trail (WNT) Management Plan to include all comments from stakeholders.	Eight (8) months after signing of contract