

**REPORT TO THE FIRST PROJECT STEERING
COMMITTEE AND INCEPTION WORKSHOP**

22ND – 23RD JANUARY 2008 – DURBAN, SOUTH AFRICA

Presented by David Vousden, Project Director

ASCLME Project Coordination Unit,
Grahamstown,
South Africa

**REPORT TO THE FIRST PROJECT STEERING COMMITTEE
AND INCEPTION WORKSHOP**

INTRODUCTION:

The purpose of this Inception Report is to advise the Steering Committee of the status of the Project at the end of its inception period (September to December 2007), to recommend any amendments or revisions to the project outputs and activities (including budget allocations, etc), and to present the proposed Annual Work-Plan (in the context of an overall Project work-plan).

The Steering Committee will then discuss and decide on any proposed amendments and revisions and will agree the annual budget and work-programme.

The Report is presented in three sections as follows:

<u>SECTIONS</u>	<u>PAGE</u>
Section One: Project Implementation Report	3
Section Two: Revised Project Outputs and Deliveries	7
Section Three: Budget Summary, Work-plans and Schedules	24

SECTION ONE
PROJECT IMPLEMENTATION REPORT

This section discusses the progress that has been made during the Inception Phase of the Project in the initial 16 weeks from September to December.

Activities undertaken by PCU and contracted staff/consultants

- Development of a comprehensive and detailed Project Information Resource database. This included:
 - i. A variety of pertinent literature references related to ASCLME bibliographies. Electronic articles, physical locations of additional information, and a directory of important websites)
 - ii. Links to ASCLME –related Projects with a directory of these projects, appropriate reports from the projects and details from regional meetings and proceedings
 - iii. A directory of key ASCLME stakeholder groups, institutions and persons in each country
 - iv. Country profiles for each of the ASCLME participating countries
 - v. A Directory of local South African information that can provide logistics and facilities to support LME work
 - vi. A synthesis of background technical information relating to ASCLME
- Project input and support to ACEP Training and Research Expedition with RS Algoa and associated shore-based survey and collection. This involved research in the vicinity of the Tanga and Pemba channel in northern Tanzania. The following ship-based sampling was scheduled by this ACEP cruise:
 - i. Hydrographic study of the Pemba Channel (measuring temperature, salinity, dissolved oxygen, fluorescence, chlorophyll a, nutrients and primary production)
 - ii. Vertical bongo sampling with 200µm mesh. Additional dips with WP2 net (50µm)
 - iii. Oblique bongo dips around Pemba to collect fish larvae (samples for KMFRI).
 - iv. Two primary production stations per day.
 - v. Plankton drift net deployed for 10-15 mins at several stations to collect live animals for secondary production experiments. Incubation water collected by bucket or CTD from these stations.
 - vi. Scyphozoan jellyfish and alcohol-preserved bongo samples collected
 - vii. ADCP transects around Pemba Island.
 - viii. Thermistor chain and 2 x UTRs deployed at/near Tanga
- Project Director attendance at Abidjan and Nairobi Convention Joint CoP and WIO-LAB Steering Committee Meeting in Johannesburg – October 2007
- Project Director attendance at the Meeting of the Forum for the Academic and Research Institutions in the Western Indian Ocean Region (FARI) – October 2007
- Project Director attendance at WIOMSA 5th Conference in Durban DATES - November 2007
- 1st Cruise Vessel Deployment Coordination Meeting – Cape Town, December 2007
- 2nd Cruise Vessel Deployment Coordination Meeting - Grahamstown, December 2007
- Various negotiations with SAIAB and ACEP regarding closer cooperation on staff use, and access to vessels and fuel for ASCLME interests

FIRST DRAFT FOR STEERING COMMITTEE MEMBERS

- Discussion with newly-formed Sustainable Seas Trust over possible support role to ASCLME in raising further funding for training and capacity building as well as long-term sustainability of activities.
- Discussions regarding website needs and media outreach materials for the Project
- Draft revision of oceanographic priorities by geographic area (to be circulated to countries and discussed in early 2008 with a view to an early Coordination Workshop)
- Full review of all project Outcomes, Outputs and Activities along with financial implications and associated budget revision to bring ASCLME Project up-to-date with events since signing of Project Documents.
- Preparations for 1st Steering Committee and Inception Workshop.

Procurement:

Office: Office approved and rental agreements adopted as of September. Some alterations and additions required and agreed with owners.

Furniture: Initial office furniture acquired and installed

Equipment: Computers and support (hardware and software) procured through UNOPS by Comms and IT Coordinator under SSA contract

Utilities: Agreements signed with Telkom for telephone communication system. Electricity agreement signed. Server installed, etc. Computer distribution network installed. Data back-up system installed.

Recruitment

Project Director: Full Contract as of 1st September 2007

Communications and IT Coordinator: Temporary SSA Contract in September 2007. Full Contract expected as of January 2008.

Information Management and Capacity Building Specialist. Temporary SSA between September and December 2007. Full Contract as of January 2008.

Administrative and Finance Officer: Full Contract as of February 2008

Project Secretary: Currently under advertisement and recruitment

Science Coordinator: Advertised and under consideration for short-listing and interview process

Policy Coordinator: New post for discussion with Steering Committee

Media Outreach Consultant:

Budget Expenditure (as of 31st December 2007)

To be provided by UNOPS prior to or during the Steering Committee meeting.

Discussion and Conclusions

The Project has procured suitable office space coupled with infrastructural and maintenance support from the South African Institute of Aquatic Biodiversity. The office space has been improved to make it a more effective working environment for the expected staff and visiting consultants with the addition of air conditioning and appropriate furniture (desks, tables, filing cabinets, conference facilities). IT and communications equipment have also been procured through the services of an IT and Communications consultant hired under a short-term Special Service Agreement. This includes

FIRST DRAFT FOR STEERING COMMITTEE MEMBERS

sufficient computing power to handle the storage and back-up of regional databases, the detailed analyses of data, and the production and distribution of GIS products as well as supporting a website and producing media outreach materials. This is coupled to powerful all-purpose photo-media equipment that can produce high quality publications as well as faxing, scanning, emailing and copying. With the support of the UN Security Advisors the office is now protected by state-of-the-art security equipment (alarm systems, key-pad entry and lighting) soon to be augmented by security cameras. The building and its contents have also been insured for an appropriate sum against the usual possible damages and theft.

The Project has developed a close and effective working relationship with ACEP (African Coelacanth Ecosystem Project) and SAIAB (South African Institute of Aquatic Biodiversity). These are the institutes hosting the Project (as funded by the South African National Research Foundation). ACEP and SAIAB are supporting the project through the rental of the PCU premises, some furnishings and maintenance support. ACEP has also agreed in principle to share its soon-to-be hired Coordinator with ASCLME for the purposes of assisting in cruise coordination. This coordination is vital and the ships currently available for use by the ASCLME Programme include the Norwegian research Vessel Fridtjof Nansen Plus a variety of South African research vessels (R.V.s Algoa, Africana and Ellen Khuzwayo). Their deployment and activities need careful coordination between the various interested research parties, primarily ASCLME, SWIOFP and the SA Government. To this effect the ASCLME Project has already had numerous communications and several meetings with staff from the Department of Environment and Tourism of the South African Government (who handle the deployment of SA research vessels) as well as representatives of FAO who are handling the scheduling of the R.V. Nansen. Initial draft plans are being developed for training (onshore and offshore) of appropriate national scientists using the Nansen in March and April of 2008. It has also been proposed to plan a first ASCLME cruise later in the year around East Madagascar in coordination with SWIOFP but this has yet to be discussed with the countries for their consideration and approval. A regional Cruise Coordination workshop will be planned for early 2008 to review priorities and agree on a long-term work-plan for ASCLME in coordination with its partners in SWIOFP, WIO-LaB and ACEP.

The ASCLME Project was formally launched at the Joint CoP for the Abidjan and Nairobi Conventions in Johannesburg in October 2007. The Project Director gave a short presentation to the Nairobi Convention country delegates and other representatives/observers. This also provided the PD with a useful opportunity to meet some of the Steering Committee members who were present. One concern that was raised was the fact that the Project Document was submitted some two years before the actual Inception of the Project in September and that the Outcomes and Outputs might therefore need to be reconsidered for updating in the light of progress and other achievements. In this context and based on this concern, the Project Director has undertaken an early review of the proposed Outcomes, Outputs and Deliverables and has made a number of revisions to their previous presentation within the original Project Document with a view to better capturing linkages to other initiatives and so as to present a more logical sequence of activities and deliverables by which the project achievements can be measured. This revision is included as Section Two for consideration and comment by the Steering Committee members. Also in view of these concerns the first meeting of the Project's primary stakeholders has been planned in two parts. The first day will be a meeting solely of the Country representatives and official partner projects in order to allow this core group to discuss procedural issues and review the project management and coordination strategies. This is considered to be an essential requirement in order for the Project to proceed with effective implementation while maintaining strong country ownership. This strategy

FIRST DRAFT FOR STEERING COMMITTEE MEMBERS

has been explained in the initial invitation letters to the Steering Committee and was, indeed the result of requests from Steering Committee members themselves.

In conclusion, the Project has got off to an efficient start despite the necessity of postponing the original Steering Committee meeting for 6 weeks due to logistical difficulties. The Project Director had hoped to visit as many of the national focal points as possible during the early stages of the Project but was prevented due to a prolonged bout of illness which prevented travel. It was felt that it was more important to hold an early Steering Committee and then to make arrangements for such visits. Most of the requisite infrastructure for project administration, communications and management is now in place. The recruitment of Project staff continues through the appropriate and transparent processes required by UNOPS. It is expected that the PCU will be fully staffed by February 2008 and that a selection process will also be agreed and underway shortly after to identify sub-contracted local individuals and entities to undertake the necessary support work to collect and secure data for the TDAs. This will include a defined mechanism for selection of scientific crew and trainees for the oceanographic research cruises; identification of priorities for offshore and coastal studies that are essential to the capture of pertinent data; a process for selection of local scientific teams and experts to undertake this work; socio-economic survey needs to support the TDA development along with clearly defined activities and expertise; etc. One early necessity will be the identification of national focal institutions for assisting with TDA data capture at the national level and the Project hopes to do this with the countries and in close coordination and cooperation with its sister projects (SWIOFP and WIO-LaB) as well as other closely related initiatives (e.g. RECOMAP). This raises the need to closely coordinate the 3 projects under the agreed umbrella of the ASCLME Programme and to extend this coordination as appropriate. The UNDP-GEF ASCLME Project has been given the remit to act as the coordinating project for the ASCLME Programme and negotiations will begin in 2008 to strengthen and institutionalise this coordination. This further highlights the need and the importance of raising the awareness and sensitivity to the ASCLME project at the policy level within each country and within the region in order to foster support and understanding at an early stage prior to development of the SAPs. Such policy level support will be critical to the actual signatures on the SAPs from each country at the ministerial level.

SECTION TWO
REVISED PROJECT OUTPUTS AND DELIVERIES

This section of the Report presents a revision of the Outputs and expected Deliveries from the Project along with the proposed Activities necessary to achieve these deliverables. It also highlights the human resources required along with the indicative costs for each Output and for realising these deliverables.

This does not represent a major change or amendment to the original Project Document. It does, however, add more detail in terms of how the outputs will be realised and also updates and realigns them into a more logical sequence of events. The budget has been revised also in order to address the reality of achieving these deliverables. The total budget remains the same (US\$12,200,000) but has been amended somewhat to provide a higher level of funding at the national level in order to address the need to secure data for the TDA and to undertake the necessary training and capacity building, and to provide equipment for data capture and analysis.

OUTCOME 1: **INFORMATION CAPTURED FOR DEVELOPMENT OF THE
TRANSBOUNDARY DIAGNOSTIC ANALYSIS**

Output 1.1: **Review existing data in region pertinent to ASCLME TDA and SAP development (including the collection, repatriation, synthesis and storage of country and regional data, and the repatriation of extra-regional data and information)**

Activities:

- Hire ASCLME Information and Capacity Building Specialist (ICBS)
- Undertake review of work undertaken to collect and synthesise data and information secured and analysed to date.
- Convene Programme level Data and Information Working Group (PCC driven).
- 3 day Workshop of the D&I Working Group – planned by ICBS with help of 3 local consultants (professional and support).
- ICBS prepares, distributes, seeks comment on a draft report; and drafts final report, which includes recommendations on data collection tasks/activities required, repatriation efforts worthy of pursuit, and gaps in data using the ProDoc identified threats and root causes as a guide as well as table 7 from GEF ProDoc.
- Draft report circulated for comment at Programme level, comments taken into account, and final draft adopted by Technical Steering Committee.

Deliverables:

- A. Information and Capacity building Specialist identified and contracted
- B. Formally-adopted D&I Working Group Report
- C. Agreed priorities for data collection and ‘gap-filling’
- D. Work programme and Budget for data collection and ‘gap-filling’

Indicative Human Resource Requirements:

ICBS contracted on 12-monthly basis for duration of Project (with annual increments). ICBS will also contribute time and input to other Outputs (as defined).

FIRST DRAFT FOR STEERING COMMITTEE MEMBERS

- 40 days contracts for locally recruited professionals.
- 5 day contract for locally recruited support assistance.

Indicative Costs:

- ICBS: \$287,500
- International Advisors/Consultants: \$60,000
- Travel LS: \$12,000
- Local Professional Consultants: \$10,000
- WS costs: \$25,000
- Start-up costs for focal centres: \$40,000
- Miscellaneous: \$1,150

OUTPUT 1.1 SUB-TOTAL: \$435,650

Output 1.2: Identification of gaps and further/new data needs and data capture mechanisms to populate the 2 TDAs

1.2.A: Identify and prioritize ecosystem assessment and ecosystemic process information gaps in key oceanographic areas of the ASCLMEs along with work-plans, cruise schedules, budgets and responsibilities

Activities:

- Recruit two Regional Oceanographic Experts - ROEs (One for the Agulhas system and one for the Somali). Designate a Lead Expert.
- ROEs, in close collaboration with the Project Director, discuss and agree upon ASCLMEs ecosystem-related oceanographic priorities, using Table 7 in the ProDoc as a guide.
- ROEs convene and participate in a Work Group discussion, undertaken at Programme level, to finalize ASCLMEs oceanographic priorities in the context of both joint and single cruises.
- ROEs, in close consultation with the Project Director, finalise draft of budgeted cruise plan with selected cruise sites, rationale, budget, and timetable.
- ROEs develop a list of products that will result from the cruises to be undertaken singly and jointly with programme and possible other partners. One product would be a gap analysis to identify other areas of research (and potential funding) that will be necessary for updating the TDA. Products reviewed by Project Director and other appropriate stakeholders. ROEs to finalise the products list based on comments and feedback

Deliverables:

- A. ROE identified and contracted
- B. Revised and adopted list of Priorities for ASCLME Ecosystem Monitoring and Mapping
- C. Project Cruise Plan and Schedule including training exercises both onshore and offshore (with timetable and budget). This Cruise Plan to be closely coordinated with SWIOFP and ACEP, as well as WIO-Lab where appropriate.
- D. List of expected products from each cruise as an Annex to the Cruise Plan and Schedule

Human Resource Needs:

- Two ROEs at fifteen days each.

FIRST DRAFT FOR STEERING COMMITTEE MEMBERS

Indicative Costs:

- Experts: \$16,500
- Travel/DSA: \$12,500
- Regional Workshops x 2 = \$70,000

OUTPUT 1.2.A: \$99,000

Output 1.2.B: Key knowledge gaps in near-shore (artisanal/subsistence) fisheries updated, nursery areas and other rich biological habitat mapped or otherwise identified using existing information

Activities:

- Sub-contracted groups of experts to undertake these tasks.
- Sub-contracted group undertakes the assessment and does the mapping, in coordination with ICBS. This activity ties in to Output 2.5 (Use of GIS and predictive models).
- First draft report submitted by sub-contractor to the PD for review.
- Sub-contractor updates the report and submits final to PD.
- Peer review undertaken of the final draft report. Comments reviewed by the PD or his designate and forwarded to sub-contractor for finalization.

Deliverables:

- A. ToRs developed, sub-contractors identified and sub-contracts signed
- B. Peer-reviewed Report on nearshore fisheries, and critical habitats
- C. Recommendations for priority studies and data collection
- D. Recommendations for management of critical areas (e.g. management zoning MPAs and replenishment areas)

Human Resource Requirements:

- Institution(s)/Experts with necessary human resources to accomplish the task.

Indicative Cost:

- Sub-contract in the amount of \$250,000
- 10 days of ICBS (covered under 1.1)
- Travel/DSA: \$3,500
- Workshops at \$30,000 x 2 = \$60,000
- Peer reviewers: \$2,250

OUTPUT 1.2.B: \$315,750

Output 1.2.C: Management and Policy gaps/needs identified as part of root cause requirements for TDAs development (national and regional)

Activities:

- Undertake an early overview of Governance and Policy needs for Project

FIRST DRAFT FOR STEERING COMMITTEE MEMBERS

- Select and hire International Expert on Marine Governance to work alongside project Policy and Governance Coordinator
- Identify national/local consultants to work with Expert in each country
- Define ToR of consultancy
- Review of existing governance mechanisms and policies and assessment of long-term needs in context of LME management and governance
- Draft report to PD
- Final Report for inclusion in TDA

Deliverables:

- A. Create ToR and contract short-term regional governance/policy expert
- B. Develop a Project Workplan for Governance and Policy Coordination
- C. Contract long-term Governance and Policy Specialist
- D. Report on governance and policy issues and shortfalls within region relating to LME management (to include in the TDA)
- E. Recommendations for immediate and longer term solutions and improvements (to guide the SAP)

Human Resource Requirements:

- International Marine Governance expert
- Local Consultants x 8

Indicative Costs:

As a single sub-contract

- 1 x IC @ \$550 x 60 days = \$33,000
- 8 x LC at \$250 x 15 days = \$30,000
- Travel = \$12,000
- Materials and overheads = \$4,000

OUTPUT 1.2.C: \$79,000

OUTPUT 1.2 OVERALL SUB-Total: \$493,750

Output 1.3: Active offshore and coastal oceanographic data collection to fill gaps in ecosystem assessment and status as necessary for development of TDAs and SAPs.

Activities:

- Recruit Cruise Coordinator (negotiate with SWIOFP and ACEP) and set up Cruise Coordination Committee
- Review the outputs from 1.2.A, particularly in the context of which platforms could address which priorities (Nansen, Algoa, *et al.*)
- Develop a sub-contract for FAO (to secure the requisite number of ASCLMEs purchased Nansen days. Sub-contract includes provision for shore-based and on-water based training and capacity building of national personnel
- Develop agreements with MCM/DEAT/ACEP on ACEP input to ASCLME in terms of cruises and data collection

FIRST DRAFT FOR STEERING COMMITTEE MEMBERS

- Undertake an assessment of additional technical equipment necessary for cruises. (through Cruise Coordination Committee with project Lead Expert to drive the effort.
- In close coordination with ACEP, SWIOFP, the Nansen Programme, and other individuals and organizations as necessary, Lead Expert develops Logistics Plan for the full array of cruises. The plan to include detailed description of transport of personnel to and from cruises. Would include a budget and timeline.
- Chief Scientists directs development of protocols for development of cruise reports.
- Recruit Expert Support Group for drafting of reports, assurance of quality control, and arrangements for peer reviews of reports.
- Develop the process of draft report vetting, peer review, and final approval (PD).
- Arrange for printing and distribution of cruise reports, utilizing print and visual formats.

Deliverables:

- A. Identify cruise coordination mechanism for ASCLME project
- B. Identify and contract person responsible for cruise coordination
- C. Cruise coordination agreement (including details of equipment requirements and sources as well as formal agreement on ownership/sharing of data)
- D. Sub-Contract with FAO for 2008
- E. Sub-contract with FAO for remainder of project
- F. MoU/Agreement between ASCLME and ACEP on use and deployment of SA research vessels
- G. Coordinated Cruise Logistics Plan and Work-programme for each year of project
- H. Individual Cruise Reports based on adopted reporting protocol
- I. Distribution list for cruise reports

Indicative Human Resources:

- Cruise Coordinator
- Support stakeholder group
- National Cruise Coordinators
- 1 editor
- 3 peer reviewers

Indicative Costs:

- Cruise Coordinator for 80 days: \$44,000
- Meetings of Cruise Coordination Group = \$30,000
- Travel/DSA: \$28,000
- 2 Peer Reviewers for 15 days each: \$15,000
- 8 National Cruise Coordinators for 30 days each (240 days each): \$60,000
- Other miscellaneous Local Consultants: \$40,000
- General Travel/DSA: \$40,000
- Per diem (calculated @ 25.00 per day for 1800 ship days): \$45,000
- Transport and DSA for national scientists: \$100,000
- FAO sub-contract: \$2,000,000
- Coastal Surveys: \$615,000
- Purchase of technical equipment: \$100,000
- Audio-visual and printing: \$50,000

FIRST DRAFT FOR STEERING COMMITTEE MEMBERS

- Miscellaneous: \$30,000

NOTE: The FAO sub-contract above (\$2,000,000) is for 200 days of cruise time. Some 20 days of this would be needed for on-board training (see also 3.4).

OUTPUT 1.3 SUB-TOTAL: \$3,197,000

Output 1.4: Baseline information obtained on persistent organic pollutants (POPs) within the LMEs through use of key indicator species

Activities (POPs related):

- Recruit Expert who in turn develops the workplan, budget and timeline.
- Develop and issue sub-contract to ECOMAR in Reunion that would, under the general direction of Matthieu LeCorre, include drafting of protocols for the research, a budget and timeline.
- Draft a final report of approach taken, methodologies/protocols, and results.
- Peer review exercise.
- Final report preparation, editing, printing and circulation.

Deliverables:

- A. Identify and recruit POPs expert
- B. Workplan, budget and timeline
- C. Final report on POPs and associated indicator species for use in TDA and SAP

Human Resources:

- One Expert for 15 days and the human resources of the sub-contractor.
- One peer reviewer.

Indicative Costs:

- 15 days for IC: \$8,250
- Travel/DSA: 10,000
- Sub-contract ECOMAR: \$124,500
- Peer review: \$2,750

OUTPUT 1.4 SUB-TOTAL: \$145,500

Agency Administrative Costs: \$324,074

OUTCOME 1 TOTAL: \$4,595,974

OUTCOME 2: LONG-TERM LME DATA COLLECTION, MANAGEMENT AND DISTRIBUTION MECHANISMS ESTABLISHED

Output 2.1: LME based indicators linked to national and regional M&E mechanisms are developed and captured within institutional work programmes and budgets

FIRST DRAFT FOR STEERING COMMITTEE MEMBERS

Activities:

- Recruitment of a Marine (LME) Indicators Specialist
- Identify National M&E Specialists
- Draft and adopt Terms of Reference for a LME M&E Activity and Report (ensuring capture of the IW monitoring and indicators approach)
- National Workshops to agree on appropriate indicators, monitoring mechanisms, identification of appropriate national monitoring institute(s), capacity building, etc.
- Regional Technical Stakeholder Workshop to define requirements for LME monitoring
- Adoption at national level of work programme, budget and national reporting commitments to a regional LME monitoring process.

Deliverables:

- A. LME Indicator Specialist recruited and contracted
- B. ToRs for development of M&E Programmes and Indicators at national and regional level
- C. Report from national Workshops including information cited above
- D. Report from Regional Workshop with requirements for LME Monitoring
- E. Nationally Adopted Work Programmes and Annual Reports

Indicative Human Resources:

- One Marine/LME Indicators and Monitoring Expert/Advisor
- National M&E Lead Specialists
- Other stakeholders

Indicative Costs:

- One Expert for 50 days: \$27,500
- 8 National Lead Specialists for 20 days (160 days total): \$32,000
- One regional level Work Shop: \$35,000
- 8 national workshops (\$2,500 each): \$20,000
- Drafting and editing: \$3,500
- Travel costs: \$12,500

OUTPUT 2.1 SUB-TOTAL: \$130,500

Output 2.2: A region wide socio-economic valuation of near-shore marine goods and services is undertaken to gain greater understanding of the social and economic importance of these areas

Activities:

- Sub-contract to perform the economic valuation. Sub-contractor will prepare a study implementation plan for approval of the PM, including the methodology to be employed, budget, timeline and deliverables.
- Peer review the study design.
- Consultation with national experts and stakeholders
- Peer review of the final report.

FIRST DRAFT FOR STEERING COMMITTEE MEMBERS

- Editing, design, printing, and distribution of the Final Report.

Deliverables:

- A. ToR developed for sub-contract
- B. Sub-contractors identified
- C. Adopted Study Plan for Socio-Economic Survey
- D. Final Report of Survey
- E. Policy Level Briefing Document focusing on both National And Regional advantages of the LME approach as defined through the Socio-Economic Evaluation Survey
- F. Distribution list and follow-up strategy for assessing effectiveness of Briefing Document

Indicative Human Resource Requirements:

- The sub-contractor will assure that all necessary professionals and support are made available.
- Expert Work Group meeting attendees from the region and government officials. All costs to be covered within sub-contract.
- PCU staff to drive the editing, design, printing and distribution of the final report.

Indicative Costs:

- Sub-contract: \$120,000
- National Working Groups: \$50,400
- 2 Peer Reviewers (from the region) for 6 days each: \$6,000
- Editing, design, printing and distribution: \$7,500
- Regional Workshop on Socio-Economic Evaluation: \$40,000

OUTPUT 2.2 SUB-TOTAL: \$223,900

Output 2.3: National and regional data handling, storage and synthesis focal centres are established

Activities:

- ICBS to confirm national focal institutions for LME data management
- ICBS to convene a regional work-shop with ToR for establishing regional and data handling, storage and distribution requirements
- ICBS to convene national work-shops to establish national data handling, storage and distribution requirements
- ICBS to draft regional and national data management plans in coordination with countries and other pertinent stakeholders
- Report listing the national/regional focal centres selected to handle, store, and distribute stored data and information. Report should be descriptive of the selection criteria used and include estimates of start-up costs to be incurred by the project, if any.
- ICBS and PCU to draft and agree a work programme and budget for regional and national capacity building for data management
- National data management centres and regional node(s) established and functional

FIRST DRAFT FOR STEERING COMMITTEE MEMBERS

Deliverables:

- A. Formal list of National Data Management Focal Institutes
- B. Report from the Regional Workshop on Data Management
- C. Report from National Workshops on Data Management and Handling
- D. Formally adopted Regional and National Data Management Plans including work programmes and budgets for capacity building
- E. National Data Management Centres and Regional Data Management Node Annual Reports to ASCLME Programme

Indicative Human Resource Requirements:

- Data and Information Specialist
- National Data Management focal points
- Other regional and national stakeholders

Indicative Costs:

- Data and Information Specialist (costed under 1.1)
- National Data Management focal points (30 days per country): \$48,000
- Regional Data Management Workshop: \$35,000
- National Data Management Workshops (\$4,000 per country) : \$32,000
- Support to National Data Management Nodes: \$100,000

OUTPUT 2.3 SUB-TOTAL: \$215,000

Output 2.4: Use of GIS and predictive models expanded to increase systems knowledge

Activities:

- ICBS to convene Programme level Work Group to review Programme and Project GIS and remote sensing needs. Review to include undertaking an inventory of available GIS and remote sensing capability and work already existing in the region, and to determine a programme for the application of GIS and remote sensing work to be undertaken during Programme and Project implementation, with a description of the requisite equipment for and costs related to recommended activities.
- Prepare a report to the PM with results of the Work Group discussion including recommendations and rationale for purchase and deployment of perceived, necessary GIS and remote sensing capability for project and programme related tasks, and requirements for capacity building/training.
- Circulation of draft report to pertinent stakeholders and finalisation of report for adoption by Technical Steering Group. Draft report to include a work programme for the project life-time complete with objectives, rationale, budget, and timelines for GIS and remote sensing activities to be undertaken during programme and project implementation.
- Editing, design, publication and distribution of materials/reports emanating from GIS and remote sensing work undertaken.
- Planning and execution of four training workshops to help develop country and regional based GIS and remote sensing expertise.

FIRST DRAFT FOR STEERING COMMITTEE MEMBERS

Deliverables:

- A. Identification of Programme Level work group and planning/convening of workshop
- B. Report from Programme level Working Group on GIS and Remote Sensing data handling and management needs, along with a work programme and budget that also addresses training and capacity building at the national and regional level.
- C. Reports from training workshops
- D. Annual GIS/RS data management reports

Indicative Human Resource Requirements:

- Data and Information Specialist
- One lead Expert to plan and oversee tasks related to this activity in coordination with the ICBS.
- Eight Country Specialists/Focal Points to initiate and manage GIS and remote sensing activities in-country to be undertaken during project and programme implementation.
- PCU personnel to drive work related to editing, design, publication and distribution of reports.

Indicative Costs:

- ICBS: Cost built into Output 1.1.
- GIS Expert for 60 days: \$33,000
- Eight LCs @ 40 days each: \$64,000
- GIS and remote sensing equipment (\$15,000 per country plus central node at \$30,000): \$150,000
- Four workshops @ \$25,000: \$100,000
- Travel/DSA: \$17,000
- Editing/Design/Publication/Distribution: \$8,000

OUTPUT 2.4 SUB-TOTAL: \$372,000

Agency Administrative Costs: \$197,900

OUTCOME 2 TOTALS: \$1,139,300

OUTCOME 3: TDAS AND STRATEGIC ACTION PROGRAMMES AND ASSOCIATED SUSTAINABILITY MECHANISMS IN SUPPORT OF AN LME APPROACH ARE ADOPTED

Output 3.1: TDAs are negotiated and approved by technical stakeholders

Activities:

- Recruitment of a Science Coordinator to the Project responsible/accountable to the PD for preparation and development of the TDAs
- Develop for approval of the PD a Work-Plan for formulation of the 2 TDAs (Work-Plan to include, among other things, methodology, budget, and detailed timetable). PD will share Work-Plan with other PMs of Programme partners for comment.

FIRST DRAFT FOR STEERING COMMITTEE MEMBERS

- Establish Lead Agencies (LA) for TDAs and senior level contact point in the Lead Agencies, in each country.
- Develop National Workplans for TDA formulation for each country. Workplans to include necessary activities, budget, plans for stakeholder consultations and timelines.
- Develop a plan for Stakeholder consultation at regional level (principally a regional based stakeholder workshop to review/comment upon the draft TDAs.)
- Prepare the two draft TDAs and circulate among participating countries, Programme partners, and other regional institutions and organizations for comment.
- Finalise the two draft TDAs.
- Editing, design, publication and distribution of the finalized TDAs and other relevant materials/reports emanating from the TDA process.

Deliverables:

- A. Science Coordinator identified and recruited
- B. Overall Project TDA Formulation Work-Plan and Budget
- C. National lead Agencies established
- D. TDA Stakeholder consultation plans adopted
- E. National TDA Work-Plans and Budgets
- F. Report from Regional TDA Stakeholder Workshop
- G. Two TDAs adopted by Steering Committee

Indicative Human Resources:

- Science and TDA Coordinator in PCU.
- 2 further Experts with international TDA experience.
- TDA specialist in each of the participating countries, working with the identified Lead Agency representative from the respective countries.
- PCU personnel support for editing, design, publication and distribution of TDA and SAP materials.

Indicative Costs:

- Science and TDA Coordinator: \$475,000
- Two support TDA Experts (60 days each): \$66,000
- Eight country-based TDA Specialists supporting the senior LA representative: (average of 60 days per country @\$250) = \$120,000.
- Travel/DSA: \$84,0000
- Meeting costs and other logistics: (\$40,000 per country) = \$320,000
- TDA Regional Workshops x 2 = \$80,000
- Editing, design, publication and distribution: \$20,000

OUTPUT 3.1 SUB-TOTAL: \$1,165,000

Output 3.2: SAPs are negotiated and adopted by policy level stakeholders

Activities:

- Establish Inter-ministerial Committees (IMC) in each country. IMC to be chaired by the senior contact point in the Lead Agency.
- Establish Programme level Policy Steering Committee

FIRST DRAFT FOR STEERING COMMITTEE MEMBERS

- Develop drafts of the 2 SAPs through provision of extensive and ongoing consultations with political level representatives of the participating countries and regional entities as necessary
- Legal review of draft SAPs
- Forward the 2 draft SAPs to countries for comment. This task to be the responsibility of the Chairs of the IMCs.
- Share draft SAPs with other Stakeholders as agreed/approved by Programme level Policy Steering Committee
- Finalise the two draft SAPs
- In cooperation with the Nairobi Convention and other sources, arrange for SAPs to be signed by all appropriate Ministers within each Government
- Formal adoption of SAPs by the Nairobi Convention, with consideration given to possible development of related Protocols to the Convention.
- Editing, design, publication and distribution of the finalized SAPs in text and visual formats.

Deliverables:

- A. Interministerial Committees established and active
- B. Policy level Programme Steering Committee established and active
- C. Reports from National Inter-ministerial Committees
- D. Reports from ASCLME Programme Policy Committee
- E. Legal Review Document of draft SAPS
- F. Formal adopted and Signed SAPs (for Agulhas LME and Eastern Africa sub-LME)

Indicative Human Resources:

- ASCLME Governance Coordinator
- Project Director
- Science and TDA Coordinator
- Interministerial Committee representatives in each country
- ASCLME Programme Policy Committee
- Legal Advisor(s)
- Other appropriate stakeholders

Indicative Costs:

- ASCLME Policy and Governance Coordinator: \$310,000
- PPC: Meetings covered under 4.1
- PGC Travel and DSA in region: \$50,000
- SAP Regional Symposium/Conference: \$60,000
- Legal consultations \$40,000
- Editing, publication and support costs: \$20,000

OUTPUT 3.2 SUB-TOTAL: \$480,000

FIRST DRAFT FOR STEERING COMMITTEE MEMBERS

Output 3.3: Financial resources are brokered to ensure financial sustainability of monitoring, evaluation and information systems to support the LME approach

Activities:

- Recruitment of a Fiscal and Governance Sustainability Advisor to work with the ASCLME Policy and Governance Coordinator
- Identification of local/national level Fiscal and Governance Specialists
- Development of a plan for systematic and ongoing donor information and consultation (including regular progress updates to enrolled and potential donors)
- Active Donor Conferences during Project lifetime
- Assistance to countries to structure budgeting requirements for monitoring, evaluation and development of information management systems to support the LME approach

Deliverables:

- A. Fiscal and governance Sustainability Advisor recruited
- B. National specialists identified
- C. Donor Consultation and Communication Plan
- D. Donor Information Update Reports
- E. Donor Conference
- F. National Guideline documents on Fiscal and Governance Sustainability

Indicative Human Resources:

- ASCLME Governance Coordinator
- Fiscal and Governance Sustainability Advisor
- National Specialists
- Project Director
- All ASCLME Donors

Indicative Costs:

- Fiscal and Governance Sustainability Advisor: \$50,000
- National Specialists (@ 20 days each): \$40,000
- Travel/DSA for Advisors/Specialists: \$40,000
- Donor Conferences (2 @ \$50,000): \$100,000
- National Guideline documents: \$16,000

OUTPUT 3.3 SUB-TOTAL: \$246,000

Output 3.4: Institutional, programme and human capacity building requirements are identified and addressed through training initiatives

Activities:

- ICBS to work with countries to identify national CB&T specialists/advisors
- Project to adopt Specialist Training Advisors for oceanographic and coastal survey/assessment needs,
- ICBS to undertake a preliminary analysis of ASCLME Programme and other 'regional initiatives' related training and capacity building initiatives.
- ICBS to arrange a Programme level training and capacity building work-group

FIRST DRAFT FOR STEERING COMMITTEE MEMBERS

- ICBS/PCU to arrange and host a regional workshop (to include other related organisations and initiatives) to produce an overview of current and planned training and capacity building initiatives and needs
- ICBS/PCU to produce a draft, comprehensive regional work programme to address training and capacity building initiatives. The work programme to include an overview, general rationale, training and capacity building initiatives being recommended, specific rationale for each, budgets, deliverables, timelines, and options for sustainability of the efforts.
- ICBS to work with individual countries to develop a national level work programme focussing on national needs
- Implementation of specific training and capacity building activities

Deliverables:

- A. National CB&T Specialists identified
- B. Specialist training Advisors for oceanography and coastal survey/assessment identified
- C. Programme level CB&T Working Group established
- D. Preliminary Training and Capacity Building Analysis Report (National and Regional Level) coordinated at Programme level (i.e. with SWIOPF, WIO-LaB and other initiatives)
- E. Report from Regional Workshop on current and planned T&CB initiatives and needs
- F. Regional Work Programme (as defined above) for T&CB
- G. National level Work programmes in similar vein
- H. Annual T&CB Implementation Reports

Indicative Human Resources:

- ICBS
- 8 national CB&T specialists/advisors
- PCU support personnel for preparation/distribution of training manuals
- Add costs for cruise training (2 per country plus ship allowance)

Indicative Costs:

ICBS: Covered under 1.1

Cruise Coordinator: Training input covered under 1.3

ICBS additional travel: \$35,000

Eight national advisors (30 days each): \$48,000

Eight training/capacity building workshops: \$200,000

Cost of Training for 2 oceanographers per country (16 x \$5,000): \$80,000

Ship's time for training (covered under FAO Contract, Output 1.3)

Editing, printing, distribution of reports/manuals: \$5,000

Purchase of technical Equipment: \$100,000

OUTPUT 3.4 SUB-TOTAL: \$468,000

Agency Administrative Costs: \$197,026

OUTCOME 3 TOTAL: \$2,556,026

FIRST DRAFT FOR STEERING COMMITTEE MEMBERS

OUTCOME 4: LME COORDINATION, COMMUNICATION, AND PARTICIPATION MECHANISMS ESTABLISHED

Output 4.1: Effective and frequent communication and coordination established among the IAs, the various projects under the programme and other related initiatives and institutions in the region, including linkages with other GEF supported projects in Sub-Saharan Africa and globally

Activities:

- Implement formal coordination mechanisms for the ASCLME Programme partners at the technical and policy level.
- Annual meetings (minimum) of Programme Policy Committee and more frequent (6 months where possible) meetings of Programme Technical Coordination Group. Meetings to dovetail so that PTCG meets immediately before PPC.
- Negotiate and adopt formal meeting and coordination arrangements between ASCLME programme and other Sub-Saharan Africa LMEs. The stress would be on capture of lessons learned and best practices, and development of mechanisms to assure coordination between and among projects/initiatives.
- Meeting of SSA LMEs (including appropriate stakeholders) every 18 months.
- Project PM and Policy & Governance Coordinator to drive the coordination process at the Programme level as well as negotiating with other LMEs over SSA LME coordination protocols.

The costs of implementation for both Programme Coordination and SSA LME Coordination would be negotiated among the various projects, and explicitly reflected in budgets that would be developed as part of their Coordination Strategy.

Deliverables:

- A. Formal coordination mechanism (technical and policy level) established and adopted
- B. Annual Reports from ASCLME Programme Policy and Technical Coordination Committees
- C. Reports from SSA LME Stakeholders meetings on “Best Lessons and Practices”
- D. Annual Report to Steering Committee from Policy and Governance Coordinator

Indicative Human Resources:

Project Director and other PCU staff
PCU logistical support

Indicative Costs:

Project Director: \$890,000
Communications and IT Coordinator: \$300,000
Admin and Finance Officer: \$332,000
Secretary: \$250,000
Equipment and Furniture: \$155,000
SteerCom and Stakeholder meetings: \$300,000
ASCLME Programme Policy Committee Meetings: (4 x \$45,000) \$180,000

FIRST DRAFT FOR STEERING COMMITTEE MEMBERS

ASCLME Programme Technical Coordination Group Meetings: (8 x \$45,000) \$360,000

SSA LME Regional Meetings: ASCLME contribution (\$30,000 x 3) = \$90,000

Other associated travel costs: \$5,000

Reporting and translation costs: \$12,000

OUTPUT 4.1 SUB-TOTAL: \$2,874,000

Output 4.2: Key policy stakeholders sensitized and engaged in LME process through appropriate packaging and presentation of LME information and concepts

Activities:

- A Governance and Policy Coordinator, in close consultation with PM and other Programme staff, develops criteria for a country-by-country and regionally based list of key policy stakeholders, including, among others, national and regional policy-makers, national, regional and international donors, commercial/industrial interests, and the leadership of key international, country and community based NGOs. This to be updated annually.
- Undertake a targeted cost benefit analyses in support of the LME based approach
- Identify pertinent information that requires packaging and design targeted ‘deliveries’ (hard copy, media presentations, etc. for policy stakeholders.
- Identify appropriate fora/venues for targeting policy stakeholders
- Develop an annual Policy Stakeholders Awareness and Sensitisation Programme with concrete delivery of LME Management message and importance. This will include a mechanism for establishing ongoing and systematic contact with the list using a variety of approaches: project and/or programme newsletter, special email bulletins, small group consultations and/or briefings, etc.

Deliverables:

- A. Key Policy Level Stakeholder’s list established and adopted
- B. Annual updates of Key Policy Level Stakeholder’s list by Steering Committee
- C. Report of targeted Cost-Benefit Analysis
- D. Annual Policy Stakeholder Briefing Work Programme and Budget
- E. Annual report to Steering Committee on effectiveness of Policy Briefing Programme

Indicative Human Resources:

- GPC and PM
- Other PCU staff
- PCU based support

Indicative Costs:

- Staff Costs: covered
- Travel/DSA: \$40,000
- PCU support: \$30,000
- Publishing and Media Costs: \$50,000

OUTPUT 4.2 SUB-TOTAL: \$120,000

FIRST DRAFT FOR STEERING COMMITTEE MEMBERS

Output 4.3: Stakeholder engagement, public involvement, participation, and environmental education initiatives are developed and implemented in the region

Activities:

- A Programme level website is established and maintained by the ASCLME PCU
- A Distance Learning and Information Sharing Tool is developed and piloted in the ASCLME region using a Programme level web-based platform.
- A pilot Distance Learning course developed and implements for specific capacity building
- A work programme developed and implemented for engaging and empowering coastal communities toward more sustainable livelihoods through access to information, knowledge and management issues.
- Development of resource materials and media outreach programmes to support the DLIST approach
- Programme Partnership Symposium to highlight aims and achievements of all 3 sister projects under the ASCLME Programme and to identify next steps in delivery of SAPs and development of LME management approaches (scheduled for second half of project lifecycle)

Deliverables:

- A. ASCLME Programme website active with individual project pages
- B. Annual Reports from DLIST programme
- C. Annual Work Programme and Budget for Distance Learning
- D. Annual Reports from Distance Learning courses
- E. Annual Report on Coastal Community Empowerment Programme
- F. Work Programme for use of Resource Materials and Media Outreach
- G. Report from Programme Partnership Symposium with clear definition of Next Steps

Indicative Human Resources:

Staff of the DLIST sub-contractor

Symposium Organisers

PCU staff support (including Website management)

Indicative Costs:

Website construction and maintenance (contract): \$12,000

Regional Media Outreach Consultant: \$88,000

Sub-contract: For DLIST development \$400,000

Sub-contract: Work-Programme for coastal communities \$150,000

PCU staff support activities (including editing, printing, designing of reports): \$50,000

Miscellaneous (including support costs for Consultant): \$30,000

OUTPUT 4.3 SUB-TOTAL: \$730,000

Agency Administrative Costs: \$184,700

OUTCOME 4 TOTALS: \$3,908,700

PROJECT OUTCOME GRAND TOTAL: \$12,200,000

SECTION THREE
BUDGET SUMMARY, WORK-PLANS AND SCHEDULES

The budget for the Project (as defined in detail in Section Two above) is summarised below by Expenditure Description to show what percentage is going toward various activities such as training, local contracts, etc.

This percentage by expenditure demonstrates that more than 40% of project funds are allocated to the use of local and regional experts and for in-field data capture to support the development of the TDA.

Another 20% of the funds have been allocated for data collection for the TDA and SAP development process and for the evolution of long-term sustainable monitoring to underpin effective LME management strategies and policy.

10% of the funds will support the countries by way of equipment procurement and capacity building at the institutional level.

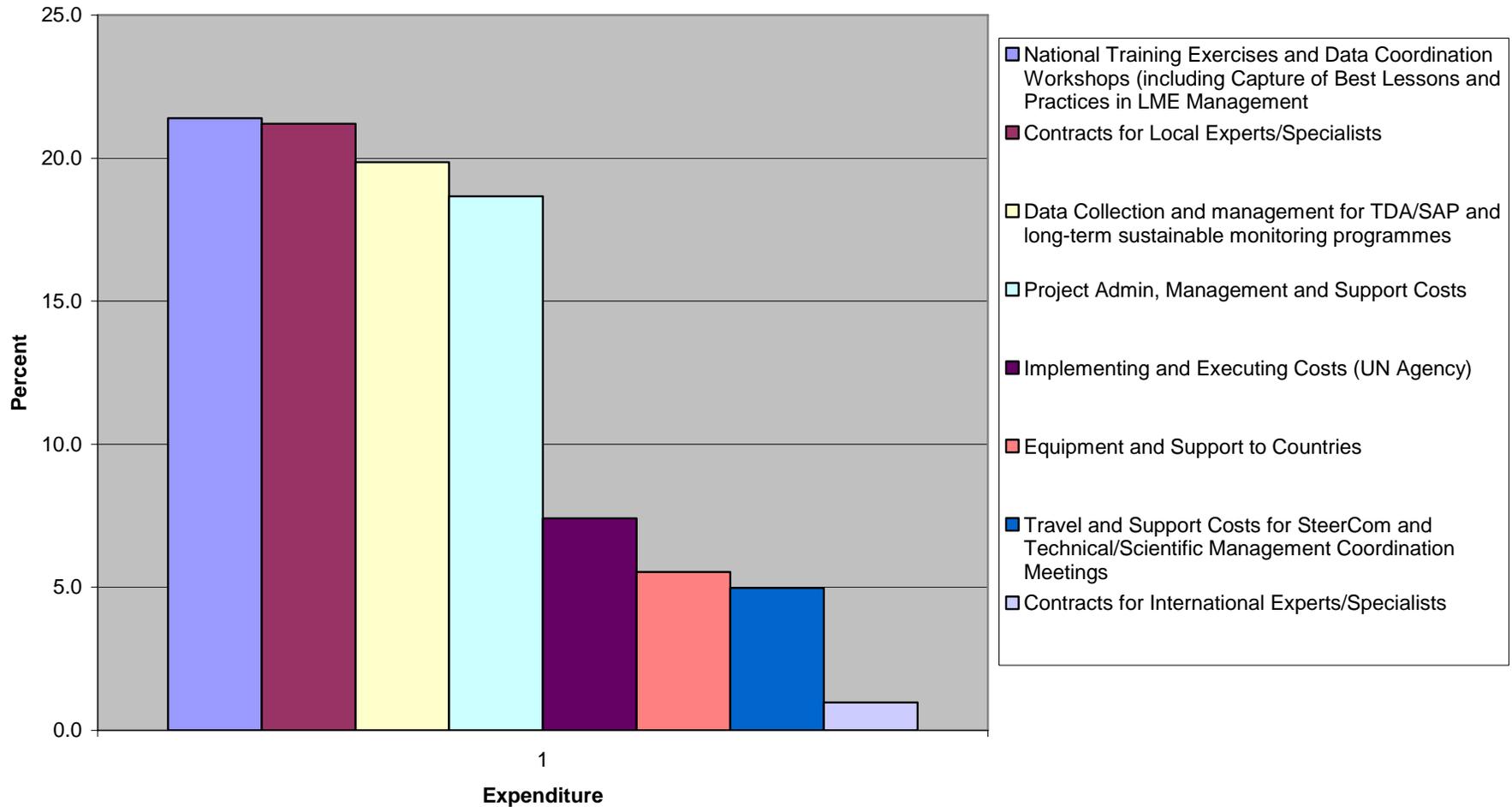
19% of the Project funds have been allocated to support administrative and management needs as per the Project Coordination Unit and its staff and general support from the PCU to the countries throughout the Project lifetime.

Only 1% of funding is allocated to international expertise. Where inadequate local/regional expertise exists, international experts will be invited to join field exercises (such as oceanographic cruises) on the understanding that they provide training and capacity building and that the information remains the property of the project and the countries of the region.

In summary, this means that well over 70% of GEF funding will be disbursed throughout the region into actual on-the-ground activities and support that will assist the countries in the development of the TDA and SAP.

EXPENDITURE DESCRIPTION	COST	%GE
National Training Exercises and Data Coordination Workshops (including Capture of Best Lessons and Practices in LME Management)	\$2,610,000	21.4
Contracts for Local Experts/Specialists	\$2,586,900	21.2
Data Collection and management for TDA/SAP and long-term sustainable monitoring programmes	\$2,422,150	19.9
Project Admin, Management and Support Costs	\$2,277,000	18.7
Implementing and Executing Costs (UN Agency)	\$903,700	7.4
Equipment and Support to Countries	\$675,000	5.5
Travel and Support Costs for SteerCom and Technical/Scientific Management Coordination Meetings	\$607,500	5.0
Contracts for International Experts/Specialists	\$117,750	1.0
Project Total	\$12,200,000	

DISTRIBUTION OF GEF FUNDING BY EXPENDITURE CATEGORY



FIRST DRAFT FOR STEERING COMMITTEE MEMBERS

PROJECT PROPOSED FIVE YEAR WORKPLAN AND SCHEDULE

The following spreadsheets present the proposed work-plan for each Outcome for the project lifetime.

OUTCOME 1

OUTPUT DELIVERABLES	YEAR 1				YEAR 2				YEAR 3				YEAR 4				YEAR 5			
	S-N	D-F	M-M	J-A																
OUTPUT 1.1: Review existing data in region pertinent to ASCLME TDA and SAP development (including the collection, repatriation, synthesis and storage of country and regional data, and the repatriation of extra-regional data and information)																				
A. Information and Capacity Building Specialist identified and contracted	X	X																		
B. Formally-adopted D&I Working Group Report			X																	
C. Agreed priorities for data collection and 'gap-filling'			X																	
D. Work programme and Budget for data collection and 'gap filling'			X																	
OUTPUT 1.2.A: Identify and prioritize ecosystem assessment and ecosystemic process information gaps in key oceanographic areas of the ASCLMEs along with work-plans, cruise schedules, budgets and responsibilities																				
A. ROE Identified and contracted		X																		
B. Revised and adopted list of Priorities for ASCLME Ecosystem Monitoring and Mapping		X																		
C. Project Cruise Plan and Schedule including training exercises both onshore and offshore (with timetable and budget). This Cruise Plan to be closely coordinated with SWIOFP and ACEP, as well as WIO-Lab where appropriate.			X																	
D. List of expected products from each cruise as an Annex to the Cruise Plan and Schedule			X																	
OUTPUT 1.2.B: Key knowledge gaps in near-shore (artisanal/subsistence) fisheries updated, nursery areas and other rich biological habitat mapped or otherwise identified using existing information																				
A. ToRs developed, sub-contractors identified and sub-contracts signed		X	X																	
B. Peer-reviewed Report on nearshore fisheries, and critical habitats				X	X	X	X													
C. Recommendations for priority studies and data collection								X	X											
D. Recommendations for management of critical areas (e.g. management zoning MPAs and replenishment areas)								X	X	X										
OUTPUT 1.2.C: Management and Policy gaps/needs identified as part of root cause requirements for TDAs development (national and regional)																				
A. Create ToR and contract short-term regional governance/policy expert		X																		
B. Develop a Project Workplan for Governance and Policy Coordination		X																		
C. Contract long-term Governance and Policy Specialist		X																		
D. Report on governance and policy issues and shortfalls within region relating to LME management (to include in the TDA)								X	X											
E. Recommendations for immediate and longer term solutions and improvements (to guide the SAP)												X	X							
OUTPUT 1.3: Active offshore and coastal oceanographic data collection to fill gaps in ecosystem assessment and status as necessary for development of TDAs and SAPs																				
A. Identify cruise coordination mechanism for ASCLME Project		X	X																	
B. Identify and contract person responsible for cruise coordination		X																		
C. Cruise coordination agreement (including details of equipment requirements and sources as well as formal agreement on ownership/sharing of data)			X																	
D. Sub-Contract with FAO for 2008		X	X																	
E. Sub-contract with FAO for remainder of project				X				X				X								
F. MoU/Agreement between ASCLME and ACEP on use and deployment of SA research vessels		X	X																	
G. Coordinated Cruise Logistics Plan and Work-programme for each year of project		X		X				X				X								
H. Individual Cruise Reports based on adopted reporting protocol				X				X				X							X	
I. Distribution list for cruise reports		X	X																	
OUTPUT 1.4: Baseline information obtained on persistent organic pollutants (POPs) within the LMEs through use of key indicator species																				
A. Identify and recruit POPs Expert		X																		
B. Workplan, budget and timeline			X																	
C. Final report on POPs and associated indicator species for use in TDA and SAP												X								

FIRST DRAFT FOR STEERING COMMITTEE MEMBERS

OUTCOME 2 – FIVE YEAR WORKPLAN AND SCHEDULE

OUTPUT DELIVERABLES	YEAR 1				YEAR 2				YEAR 3				YEAR 4				YEAR 5			
	S-N	D-F	M-M	J-A																
OUTPUT 2.1: LME based indicators linked to national and regional M&E mechanisms are developed and captured within institutional work programmes and budgets																				
A. LME Indicator Specialist recruited and contracted				X																
B. ToRs for development of M&E Programmes and Indicators at national and regional level				X																
C. Report from national Workshops including information cited above							X													
D. Report from Regional Workshop with requirements for LME Monitoring									X											
E. Nationally Adopted Work Programmes and Annual Reports													X							
OUTPUT 2.2: A region wide socio-economic valuation of near-shore marine goods and services is undertaken to gain greater understanding of the social and economic importance of these areas																				
A. ToR developed for sub-contract		X																		
B. Sub-contractors identified		X	X																	
C. Adopted Study Plan for Socio-Economic Survey			X																	
D. Final Report of Survey									X											
E. Policy Level Briefing Document focusing on both National And Regional advantages of the LME approach as defined through the Socio-Economic Evaluation Survey										X										
F. Distribution list and follow-up strategy for assessing effectiveness of Briefing Document										X	X									
OUTPUT 2.3: National and regional data handling, storage and synthesis focal centres are established																				
A. Formal list of National Data Management Focal Institutes		X																		
B. Report from the Regional Workshop on Data Management			X																	
C. Report from National Workshops on Data Management and Handling				X																
D. Formally adopted Regional and National Data Management Plans including work programmes and budgets for capacity building				X																
E. National Data Management Centres and Regional Data Management Node Annual Reports to ASCLME Programme					X			X				X				X				
OUTPUT 2.4: Use of GIS and predictive models expanded to increase systems knowledge																				
A. Identification of Programme level Work-Group and planning/convening of workshop		X																		
B. Report from Programme level Working Group on GIS and Remote Sensing data handling and management needs, along with a work programme and budget that also addresses training and capacity building at the national and regional level.				X																
C. Reports from training workshops					X			X			X			X						
D. Annual GIS/RS data management reports				X			X			X			X			X				

FIRST DRAFT FOR STEERING COMMITTEE MEMBERS

OUTCOME 3 – FIVE YEAR WORKPLAN AND SCHEDULE

OUTPUT DELIVERABLES	YEAR 1				YEAR 2				YEAR 3				YEAR 4				YEAR 5			
	S-N	D-F	M-M	J-A																
OUTPUT 3.1: TDAs are negotiated and approved by technical stakeholders																				
A. Science Coordinator identified and recruited		X																		
B. Overall Project TDA Formulation Work-Plan and Budget		X																		
C. National Lead Agencies identified/established			X																	
D. TDA stakeholder consultation plans adopted			X																	
E. National TDA Work-Plans and Budgets			X																	
F. Report from Regional TDA Stakeholder Workshops				X						X										
G. Two TDAs adopted by Steering Committee													X	X	X					
OUTPUT 3.2: SAPs are negotiated and adopted by Governments																				
A. Interministerial Committees established and active			X																	
B. Policy Level Programme Steering Committee established and active			X																	
C. Reports from National Interministerial Committees				X						X										
D. Reports from ASCLME Programme Policy Committee					X						X									
E. Legal Review Document of draft SAPS															X					
F. Formal adopted and Signed SAPs (for Agulhas LME and Eastern Africa sub-LME)																	X	X		
OUTPUT 3.3: Financial resources are brokered to ensure financial sustainability of monitoring, evaluation and information systems to support the LME approach																				
A. Fiscal and Governance Sustainability Advisor recruited			X																	
B. National Specialists identified			X																	
C. Donor Consultation and Communication Plan				X																
D. Donor Information Update Reports				X			X				X				X					
D. Donor Conferences						X				X										
E. National Guideline documents on Fiscal and Governance Sustainability						X														
OUTPUT 3.4: Institutional, programme and human capacity building requirements are identified and addressed through training initiatives																				
A. National CB&T Specialists identified			X																	
B. Specialist Training Advisors for Oceanography and Coastal Survey/Assessment identified			X																	
C. Programme level CB&T Working Group established			X																	
D. Preliminary Training and Capacity Building Analysis Report (National and Regional Level) coordinated at Programme level (i.e. with SWIOPF, WIO-LaB and other initiatives)			X																	
E. Report from Regional Workshop on current and planned T&CB initiatives and needs			X																	
F. Regional Work Programme (as defined above) for T&CB			X																	
G. National level Work programmes in similar vein				X																
H. Annual T&CB Implementation Reports					X				X				X			X			X	

FIRST DRAFT FOR STEERING COMMITTEE MEMBERS

OUTCOME 4 – FIVE YEAR WORKPLAN AND SCHEDULE

OUTPUT DELIVERABLES	YEAR 1				YEAR 2				YEAR 3				YEAR 4				YEAR 5			
	S-N	D-F	M-M	J-A																
OUTPUT 4.1: Effective and frequent communication and coordination established among the IAs, the various projects under the programme and other related initiatives and institutions in the region, including linkages with other GEF supported projects in Sub																				
A. Formal coordination mechanism (technical and policy level) established and adopted		X																		
B. Annual Reports from ASCLME Programme Policy and Technical Coordination Committees				X				X				X					X			
C. Reports from SSA LME Stakeholders meetings on "Best Lessons and Practices"				X			X				X					X				
D. Annual Report to Steering Committee from Policy and Governance Coordinator				X			X				X					X				
OUTPUT 4.2: Key policy stakeholders sensitized and engaged in LME process through appropriate packaging and presentation of LME information and concepts																				
A. Key Policy Level Stakeholder's list established and adopted		X																		
B. Annual updates of Key Policy Level Stakeholder's list						X				X				X					X	
C. Report of targeted Cost-Benefit Analysis						X														
D. Annual Policy Stakeholder Briefing Work Programme and Budget						X				X				X						
E. Annual report to Steering Committee on effectiveness of Policy Briefing Programme						X				X				X					X	
OUTPUT 4.3: Stakeholder engagement, public involvement, participation, and environmental education initiatives are developed and implemented in the region																				
A. ASCLME Programme website active with individual project pages		X																		
B. Annual Reports from DLIST programme			X			X				X				X					X	
C. Annual Work Programme and Budget for Distance Learning			X			X				X				X					X	
D. Annual Reports from Distance Learning courses			X			X				X				X					X	
E. Annual Report on Coastal Community Empowerment Programme			X			X				X				X					X	
F. Work Programme for use of Resource Materials and Media Outreach			X																	
G. Report from Programme Partnership Symposium with clear definition of Next Steps					X								X							

FIRST DRAFT FOR STEERING COMMITTEE MEMBERS

PROJECT PROPOSED WORKPLAN AND SCHEDULE – FIRST YEAR

The following spreadsheets present the proposed deliveries for each Outcome for the first year of the project.

OUTCOME 1 – WORKPLAN AND SCHEDULE FOR 2007-2008

OUTPUT DELIVERABLES	DELIVERY FOR 2007-2008											
	S	O	N	D	J	F	M	A	M	J	J	A
OUTPUT 1.1: Review existing data in region pertinent to ASCLME TDA and SAP development (including the collection, repatriation, synthesis and storage of country and regional data, and the repatriation of extra-regional data and information)												
A. Information and Capacity Building Specialist identified and contracted				x	x							
B. Formally-adopted D&I Working Group Report						x						
C. Agreed priorities for data collection and 'gap-filling'							x					
D. Work programme and Budget for data collection and 'gap filling'							x					
OUTPUT 1.2.A: Identify and prioritize ecosystem assessment and ecosystemic process information gaps in key oceanographic areas of the ASCLMEs along with work-plans, cruise schedules, budgets and responsibilities												
A. ROE Identified and contracted							x					
B. Revised and adopted list of Priorities for ASCLME Ecosystem Monitoring and Mapping				x								
C. Project Cruise Plan and Schedule including training exercises both onshore and offshore (with timetable and budget). This Cruise Plan to be closely coordinated with SWIOFP and ACEP, as well as WIO-Lab where appropriate.				x	x							
D. List of expected products from each cruise as an Annex to the Cruise Plan and Schedule					x	x						
OUTPUT 1.2.B: Key knowledge gaps in near-shore (artisanal/subsistence) fisheries updated, nursery areas and other rich biological habitat mapped or otherwise identified using existing information												
A. ToRs developed, sub-contractors identified and sub-contracts signed				x								
B. Peer-reviewed Report on nearshore fisheries, and critical habitats												
C. Recommendations for priority studies and data collection												
D. Recommendations for management of critical areas (e.g. management zoning MPAs and replenishment areas)												
OUTPUT 1.2.C: Management and Policy gaps/needs identified as part of root cause requirements for TDAs development (national and regional)												
A. Create ToR and contract short-term regional governance/policy expert				x								
B. Develop a Project Workplan for Governance and Policy Coordination					x	x						
C. Contract long-term Governance and Policy Specialist						x						
D. Report on governance and policy issues and shortfalls within region relating to LME management (to include in the TDA)												
E. Recommendations for immediate and longer term solutions and improvements (to guide the SAP)												
OUTPUT 1.3: Active offshore and coastal oceanographic data collection to fill gaps in ecosystem assessment and status as necessary for												
A. Identify cruise coordination mechanism for ASCLME Project				x	x	x	x					
B. Identify and contract person responsible for cruise coordination					x	x						
C. Cruise coordination agreement (including details of equipment requirements and sources as well as formal agreement on ownership/sharing of data)							x	x				
D. Sub-Contract with FAO for 2008						x						
E. Sub-contract with FAO for remainder of project												
F. MoU/Agreement between ASCLME and ACEP on use and deployment of SA research vessels						x	x					
G. Coordinated Cruise Logistics Plan and Work-programme for each year of project						x						
H. Individual Cruise Reports based on adopted reporting protocol												
I. Distribution list for cruise reports									x			
OUTPUT 1.4: Baseline information obtained on persistent organic pollutants (POPs) within the LMEs through use of key indicator species												
A. Identify and recruit POPs Expert						x						
B. Workplan, budget and timeline							x					
C. Final report on POPs and associated indicator species for use in TDA and SAP												

FIRST DRAFT FOR STEERING COMMITTEE MEMBERS

OUTCOME 2 – WORKPLAN AND SCHEDULE FOR 2007-2008

OUTPUT DELIVERABLES	DELIVERY FOR 2007-2008											
	S	O	N	D	J	F	M	A	M	J	J	A
OUTPUT 2.1: LME based indicators linked to national and regional M&E mechanisms are developed and captured within institutional work												
A. LME Indicator Specialist recruited and contracted										X		
B. ToRs for development of M&E Programmes and Indicators at national and regional level										X		
C. Report from national Workshops including information cited above												
D. Report from Regional Workshop with requirements for LME Monitoring												
E. Nationally Adopted Work Programmes and Annual Reports												
OUTPUT 2.2: A region wide socio-economic valuation of near-shore marine goods and services is undertaken to gain greater understanding of the social and economic importance of these areas												
A. ToR developed for sub-contract						X						
B. Sub-contractors identified								X				
C. Adopted Study Plan for Socio-Economic Survey									X			
D. Final Report of Survey												
E. Policy Level Briefing Document focusing on both National And Regional advantages of the LME approach as defined through the Socio-Economic Evaluation Survey												
F. Distribution list and follow-up strategy for assessing effectiveness of Briefing Document												
OUTPUT 2.3: National and regional data handling, storage and synthesis focal centres are established												
A. Formal list of National Data Management Focal Institutes					X							
B. Report from the Regional Workshop on Data Management							X					
C. Report from National Workshops on Data Management and Handling										X		
D. Formally adopted Regional and National Data Management Plans including work programmes and budgets for capacity building											X	X
E. National Data Management Centres and Regional Data Management Node Annual Reports to ASCLME Programme												
OUTPUT 2.4: Use of GIS and predictive models expanded to increase systems knowledge												
A. Identification of Programme level Work-Group and planning/convening of workshop						X						
B. Report from Programme level Working Group on GIS and Remote Sensing data handling and management needs, along with a work programme and budget that also addresses training and capacity building at the national and regional level.												X
C. Reports from training workshops												
D. Annual GIS/RS data management reports												X

FIRST DRAFT FOR STEERING COMMITTEE MEMBERS

OUTCOME 3 – WORKPLAN AND SCHEDULE FOR 2007-2008

OUTPUT DELIVERABLES	DELIVERY FOR 2007-2008											
	S	O	N	D	J	F	M	A	M	J	J	A
OUTPUT 3.1: TDAs are negotiated and approved by technical stakeholders												
A. Science Coordinator identified and recruited						X	X					
B. Overall Project TDA Formulation Work-Plan and Budget							X	X				
C. National Lead Agencies identified/established							X	X				
D. TDA stakeholder consultation plans adopted								X				
E. National TDA Work-Plans and Budgets								X				
F. Report from Regional TDA Stakeholder Workshop											X	
G. Two TDAs adopted by Steering Committee												
OUTPUT 3.2: SAPs are negotiated and adopted by Governments												
A. Interministerial Committees established and active								X				
B. Policy Level Programme Steering Committee established and active												
C. Reports from National Interministerial Committees												X
D. Reports from ASCLME Programme Policy Committee												
E. Legal Review Document of draft SAPS												
F. Formal adopted and Signed SAPs (for Agulhas LME and Eastern Africa sub-LME)												
OUTPUT 3.3: Financial resources are brokered to ensure financial sustainability of monitoring, evaluation and information systems to support												
A. Fiscal and Governance Sustainability Advisor recruited									X			
B. National Specialists identified									X			
C. Donor Consultation and Communication Plan										X		
D. Donor Information Update Reports											X	
E. Donor Conference												
E. National Guideline documents on Fiscal and Governance Sustainability												
OUTPUT 3.4: Institutional, programme and human capacity building requirements are identified and addressed through training initiatives												
A. National CB&T Specialists identified				X	X							
B. Specialist Training Advisors for Oceanography and Coastal Survey/Assessment identified							X	X				
C. Programme level CB&T Working Group established							X	X				
D. Preliminary Training and Capacity Building Analysis Report (National and Regional Level) coordinated at Programme level (i.e. with SWIOPF, WIO-LaB and other initiatives)									X			
E. Report from Regional Workshop on current and planned T&CB initiatives and needs									X			
F. Regional Work Programme (as defined above) for T&CB									X			
G. National level Work programmes in similar vein												
H. Annual T&CB Implementation Reports												

FIRST DRAFT FOR STEERING COMMITTEE MEMBERS

OUTCOME 4 – WORKPLAN AND SCHEDULE FOR 2007-2008

OUTPUT DELIVERABLES	DELIVERY FOR 2007-2008											
	S	O	N	D	J	F	M	A	M	J	J	A
OUTPUT 4.1: Effective and frequent communication and coordination established among the IAs, the various projects under the programme and other related initiatives and institutions in the region, including linkages with other GEF supported projects in Sub												
A. Formal coordination mechanism (technical and policy level) established and adopted						X						
B. Annual Reports from ASCLME Programme Policy and Technical Coordination Committees												X
C. Reports from SSA LME Stakeholders meetings on ‘Best Lessons and Practices’												X
D. Annual Report to Steering Committee from Policy and Governance Coordinator												X
OUTPUT 4.2: Key policy stakeholders sensitized and engaged in LME process through appropriate packaging and presentation of LME												
A. Key Policy Level Stakeholder's list established and adopted						X						
B. Annual updates of Key Policy Level Stakeholder's list												
C. Report of targeted Cost-Benefit Analysis												
D. Annual Policy Stakeholder Briefing Work Programme and Budget												
E. Annual report to Steering Committee on effectiveness of Policy Briefing Programme												
OUTPUT 4.3: Stakeholder engagement, public involvement, participation, and environmental education initiatives are developed and												
A. ASCLME Programme website active with individual project pages						X						
B. Annual Reports from DLIST programme									X			
C. Annual Work Programme and Budget for Distance Learning									X			
D. Annual Reports from Distance Learning courses									X			
E. Annual Report on Coastal Community Empowerment Programme									X			
F. Work Programme for use of Resource Materials and Media Outreach									X			
G. Report from Programme Partnership Symposium with clear definition of Next Steps												