**TEMPLATE:**

**(Please use this template for your submission)**

**EXPRESSION OF INTEREST**

**To host BIOPAMA Observatory in Eastern and Southern Africa**

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| **1. Basic Information** |
| 1. Name of the organization. If a consortium, provide the lead applicant and also complete item B.*[The lead institution should be an inter-governmental organization, academic institution, research organization, or other not-for-profit organization.*
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| 1. *If applying as a consortium,* provide the names and locations of all organizations.
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| 1. Name and title of the person submitting the EoI
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| 1. Website of the organization
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| 1. Country/-ies where the organization is active
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| 1. Postal address (include name of city)
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| 1. Email address
 |
| 1. Telephone number
 |
| 1. Fax
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| **2. Statement of Interest (Suggested length: ½ page)** |
| 1. **What is the organization’s motivation to host the Observatory?**
	* How does the Observatory align with your organization’s ongoing involvement in protected areas management and biodiversity conservation?
	* What are compelling arguments as to why your organization is best suited to host the Observatory?
	* How do you envision the Observatory could benefit your organization?
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| **3. Diagnostic of Demand (Suggested length: ½ page)**  |
| 1. **What are key problems that the organization recommends that the Observatory, through its Regional Reference Information System, tackle in Phase 1 and why?**
	* What are key, specific management problems, questions or policy issues in Eastern and/or Southern Africa that could be supported by tools or applications developed by the Observatory?
	* Why does each of the problems or issues merit prioritization?
	* For each problem, question or issue identified, what are the elements of the use case (i.e., the user, the management or policy concern of the user, the key requirements for a decision support tool, and the way in which the provision of better data, information, and capacity development provided by the Observatory could influence how the problem is addressed).
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| **4. Regional and national policy experience (Suggested length: ½ page to 1 page)** |
| 1. **What are the organization’s regional and national protected areas policy-related interactions and affiliations?**
	* What is your organization’s role in Eastern and in Southern African regional policy structures and processes?
	* What is the type and frequency of technical and policy support your organization provides to national stakeholders and agencies involved in protected areas management?
	* Who are the primary recipients for each of your organization’s services (for example, government employees, civil society staff, university students)?
	* Does your organization have key partners (or focal points) at the national level, through which the Observatory could conduct capacity building and policy support activities? If so, briefly describe through specific examples.
	* What is a specific case which best demonstrates your organization’s ability to gather and disseminate information and/or serve as a catalyst within the protected areas management community of practice?

Organizations should provide contact information of institutions with whom the organization frequently interacts who may be contacted (1-2 points of contact – name, institution, email address, telephone – at the regional, national, and protected areas level). For shortlisted organizations, points of contact may be contacted in the second stage of the selection process. |
| **5. Core strengths and competencies (Suggested length: 1 page)**  |
| 1. **How do the organization’s core knowledge and expertise align with the Observatory ToR?**
	* What are your organization’s core strengths and competencies with respect to each of the four functional areas of the Observatory?

Particular emphasis should be placed on providing examples that best demonstrate the organization’s effectiveness in policy support (ii):1. Data & information: Develop and maintain a Regional Reference Information System (RRIS) that supports data discovery, sharing, and use and responds to information needs in the region.
2. Capacity building: Strengthen and institutionalize technical capacity of government decision makers and protected area managers to use spatial analysis in their protected area and land use planning and policies.
3. Policy support: Provide policy support to national and regional decision-makers, especially for the implementation of multilateral environmental agreements (MEAs) (e.g. Convention on Biological Diversity Programme of Work on Protected Areas - CBD PoWPA).
4. Networking & communications: Strengthen a network of partners to both collaborate in RRIS development and enhance the uptake and use of information and tools for decision-making.
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| **6.  Leveraging related work / in-kind contributions (Suggested length: ½ page)** |
| 1. **What in-kind contribution(s) can the organization offer the Observatory?**
	* How would your organization coordinate and/or integrate the work of the Observatory with the organization’s existing initiatives, fora, and information platforms?
	* What linkages can be established with existing projects/programmes?
	* What sources of financial support can be leveraged, including in-kind contributions that your organization would be able to offer at no cost to the Observatory (e.g., technical and administrative staff time, office/training facilities, IT support, website hosing, etc.)?
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| **7.  Physical / logistical details of the hosting organization (Suggested length: 1 page)**  |
| 1. **Hosting organization description: specify organization’s size and main revenue/funding sources:**
2. **Scientific environment: describe the scientific environment in the hosting organization, and the relationships and linkages with other national/regional scientific/technical/policy organizations that could offer opportunities of interaction with the Observatory staff and provide potential synergies to the operation of the Observatory.**
3. **Office space: describe the office space (including IT infrastructure) that could be made available to the Observatory.**
4. **Meeting rooms: indicate availability and size of meeting rooms and facilities (beamers, videoconference, microphones, etc.).**
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| **SUBMITTING THE EXPRESSION OF INTEREST AND FURTHER INFORMATION**  |
| 1. Documents must be received no later than **September 2, 2013 (11:59 p.m., Pretoria, South Africa time)**. Please send your EoIs electronically, by email, to Christine.MENTZEL@iucn.org [attention: Christine Mentzel].
2. All EoIs must be submitted in English, using this form and maintaining its settings (font, margins, page size, and so on). Submissions should be in Word (except for the scanned documents). The files should be labeled as nameinstitution\_EoI.doc, nameinstitution\_Appendices.doc, nameinstitution\_Scanneddocuments.doc. **Submissions missing any section of the EoI and those that exceed the page limit will not be considered**.
3. Each submission will receive an electronic notification of receipt.
4. Additional information on the BIOPAMA can be found in the Appendix (Observatory ToR) and by visiting <http://www.iucn.org/about/work/programmes/gpap_home/gpap_capacity2/gpap_biopama/>
5. For questions or further information please contact: Christine Mentzel, Christine.MENTZEL@iucn.org, IUCN Senior Programme Officer, Conservation Areas and Species Diversity, IUCN South Africa Office.
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